

PSI Online Navigation Guide

Create An Account


Website: <https://candidate.psiexams.com/>

New Users:


Click on **Create Account**

****Important - The name you enter must match the name that is on your registration email notice****

NOTE: If you have already created an account in the PSI system, type in your email address and password.

 **PSI Exams Online**


[Home](#) | [FAQs](#) | [Contact Us](#) | [PSI Bookstore](#)



Welcome to PSI Exams online

Discover an easy to use, paperless, and interactive approach to expedite your examination process.

Find Information or Download Candidate Information Bulletin



We offer a variety of services for Real Estate, Insurance, Construction, Barber, Cosmetology and other professional licenses and certifications.

To Find Information or Download a Candidate Information Bulletin, Click on one of the Categories Below:

- [Academic](#)
- [Certification/Professional Associations](#)
- [FDNY](#)
- [Federal Agencies](#)

PSI News

weather or another emergency forces the closure of an examination site on a scheduled examination date, your examination will be rescheduled. PSI personnel will attempt to contact you in this situation. However, you may check the status of your examination schedule by calling (800) 733-9267. Every effort will be made to reschedule your examination at a convenient time as soon as possible.

Testrac Candidates [CLICK HERE to login to your account using the information provided to you in an email notification from PSI.](#)

New Users

You can:

- >> **Create an account**
- >> **Register for an examination**
- >> **Schedule an examination**

PSI Online Navigation Guide

Fill out the required fields*

Email Address

First Name

Last Name

Create Password

Retype your password

Choose security question

Security answer

Mark the *“Check here to attempt to locate existing records for you in the system.”* box

After you have completed these steps, you will need to complete the process by clicking on “Submit.”

Step 1

Your Details

Email Address:*

First Name:*

Last Name:*

Middle Name:

Generation(Jr.,Sr.,etc.)

If you have previously contacted a PSI Customer Support representative and paid for an examination, or you believe that your licensing or certification agency has provided PSI with eligibility information for you, Please check the box below:

☐ Check here to attempt to locate existing records for you in the system.

Step 2

Enter a password for your account and select your security question and answer.

Create a password:*

(The password must contain at least five characters. It is case sensitive and can contain letters and numbers only. Spaces are not allowed.)

Retype your password :*

Retype to confirm your password.

Choose a Security Question: :*

-- Select --

Security Answer :*


Submit

Clear

PSI Online Navigation Guide

Schedule Your Exam

Once you have logged in, click on “View all my activities” on the Welcome Page.

 **PSI Exams Online**

Home | [FAQs](#) | [PSI Bookstore](#) | [Logout](#)


Welcome **Liberti Record**


Welcome to your PSI Home Page!
You can select the following options under **My Tasks** on the right hand menu:


- Register test - allows you to register for a test.
- Schedule test - allows you to schedule a test and to select the testing center.
- Reschedule test - allows you to reschedule a test appointment.
- Apply for retest - allows you to apply for retest if you have failed in your previous test.
- Pay for the test - allows you to pay for the test online.
- Duplicate score report- allows you to apply for a duplicate score report of the exam that you have passed.

You can maintain your personal account information by selecting the following options under **User Info** :

- Change personal profile - allows you to change and update your demographics information.
- Change login details - allows you to change your Email address & password.

[View all my activities](#) 

 **Download Candidate Information Bulletin**

 **Buy Books Online**

My Tasks

- » [PSI Learning Academy](#)
- » [Helpful Resources](#)
- » [View all my activities](#)
- » [Register for a test](#)
- » [Schedule for a test](#)
- » [Pay for a test](#)
- » [Cancel/Reschedule a test](#)
- » [Apply for a retest](#)
- » [Order a duplicate score report](#)
- » [Print a Receipt](#)
- » [Find test date](#)


User Info

- » [Update personal profile](#)
- » [Change password](#)

Copyright 2000-2018 PSI. ALL RIGHTS RESERVED. **Version 1.180.0.0** | [Privacy Policy](#) | [PSI Corporate](#)

PSI Online Navigation Guide


If there are no activities displayed, please click on “Find My Records” to provide additional information.

 PSI Exams Online

Home | FAQs | PSI Bookstore | Logout

Account Activity

If there are no activities displayed on this page, please click the button below to provide additional information so that we can locate your records:

 Find My Records

Registered records


Test Name	Portion Name(s)	Sponsor	Eligibility Expires	Tasks Due
NO ACTIVITIES FOUND				
Register for a test				

Scheduled records

Test Name	Sponsor	Portion Name(s)	Schedule Date / Start Time	Confirmation No.	Status
NO ACTIVITIES FOUND					

Past activity (last 10 records)

Test Name	Sponsor	Tested Date	Portion (Result)	Status
NO ACTIVITIES FOUND				

 Back to welcome page

Copyright 2000-2018 PSI. ALL RIGHTS RESERVED. Version 1.180.0.0 | [PSI Corporate](#)

PSI Online Navigation Guide

Select the following from drop down menus.

Select Organization: Certification/ Professional Associations

Select Sponsor Name: Certification Board for Sterile Processing and Distribution
(CBSPD)

Enter your ID Number

Click Submit

psi PSI Exams Online

Home | FAQs | PSI Bookstore | Logout

Find Record

Select Organization
Certification/Professional Associations ▼

Select Sponsor Name
[Yellowed out] ▼

Enter your ID Number
9999999 x

Submit Cancel

Download Candidate Information Bulletin

Buy Books Online

My Tasks

- » [PSI Learning Academy](#)
- » [Helpful Resources](#)
- » [View all my activities](#)
- » [Register for a test](#)
- » [Schedule for a test](#)
- » [Pay for a test](#)
- » [Cancel/Reschedule a test](#)
- » [Apply for a retest](#)
- » [Order a duplicate score report](#)
- » [Print a Receipt](#)
- » [Find test date](#)

User Info

- » [Update personal profile](#)
- » [Change password](#)

Back to welcome page

Copyright 2000-2018 PSI. ALL RIGHTS RESERVED. Version 1.180.0.0 | PSI Corporate

PSI Online Navigation Guide

- The account activity page should now display your registered records.
- Under the 'Tasks Due' heading click on "Schedule for a test".
- Review your examination details at the top of the resulting page then proceed to select your test center location in the lower portion of the screen.
- Input 'Country' and 'Zip Code' of your choice in the fields under 'Test Center Selection' and click the Search button.
- This will generate testing locations in the surrounding area of your request.
- Click to check the box for one or more test centers on the resulting list of locations. Then click the 'Continue' button to view available dates for scheduling at those areas.
- Select your desired date/time and click "Schedule".
- You will receive a pop-up message to confirm your selection. If correct, click OK to proceed to on-screen confirmation details. You will also receive an email confirming your appointment.

If you require further assistance with online scheduling, please contact PSI Customer Service at 1-833-518-7455 or email examschedule@psionline.com.