

Scheduling and Cost Information for BC-ADM Exam Changes

1. Charges for Changes in Scheduling

When you get your notification to schedule email from Meazure Learning, click on the link to schedule online and you will be provided with the option to select either an onsite Meazure Learning site or the live remote proctoring option (LRP).

Here are the fees for the changes in scheduling:

- a. If you schedule for the LRP option, and then decide you want to reschedule to an onsite Meazure Learning site, there is no charge.
- b. If you schedule LRP option and want to change that to another LRP date, there no charge as long as you request it at least 24 hours in advance. If you try to schedule less than 24 hours in advance, you will not be able to.
- c. If you schedule an onsite Meazure Learning site, then want to reschedule to an LRP, there's a \$50 rescheduling fee.
- d. If you schedule an onsite Meazure Learning site and want to reschedule to a different onsite Meazure Learning site, there is \$50 rescheduling fee.

2. Timing for making cancellation and rescheduling requests

You must also make scheduling, rescheduling and cancellation requests in a timely manner. For an onsite Meazure Learning site, you have to schedule at least 2 days before your desired appointment date/time, and reschedule or cancel at least two calendar days before the scheduled appointment. For LRP, you have to schedule at least 24 hours before the desired appointment date/time, and reschedule or cancel at least 24 hours before your scheduled appointment.