

2011 NCC Application for Electronic Fetal Monitoring Subspecialty Examination

Leading To a Certificate of Added Qualification
This application is only for those who are taking
PEC EFM courses in 2011

Eligibility Criteria: To be determined eligible to take the NCC EFM examination, you must be currently licensed as a registered nurse, nurse practitioner, nurse midwife, physician or physician assistant in the U.S. or Canada.

Required Information

1. Current Licensure

License # _____

License Expiration _____

Issuing State or Province _____

2. Professional Status (Check one)

- NCC Certified Nurse
- Registered Nurse
- Nurse Practitioner
- Physician
- Nurse Midwife
- Physician Assistant

3. Year of Birth _____

4. Name

Last Name _____

First Name _____

5. Address

6. City _____ State _____ Zip _____

7. Email _____

Can NCC contact you via email? Yes No

8. Daytime Telephone

Area Code - Number _____

INCOMPLETE APPLICATIONS - subject to a \$25 fee. Incomplete applications (defined as those that have missing or incomplete information and contain no or incorrect fees) will be returned to the applicant. If there is time to resubmit, an applicant may do so. However, any application RECEIVED after the deadline will be returned and the applicant will not be able to take the exam.

MAIL TO: Send application and fee to
NCC 142 E. Ontario #1700, Chicago, IL 60611

Do **NOT** include this application with your PEC registration.
NCC is **NOT RESPONSIBLE** for lost or misdirected mail.

9. When will you be taking the exam?

- January 29, 2011 - Las Vegas, NV
Applications must be postmarked by January 8, 2011
- February 1, 2011 - San Francisco, CA
Applications must be postmarked by January 11, 2011
- August 23, 2011 - Orlando, FL
Applications must be postmarked by August 2, 2011
- August 26, 2011 - Chicago, IL
Applications must be postmarked by August 5, 2011
- September 23, 2011 - New York, NY
Applications must be postmarked by September 2, 2011
- September 27, 2011 - Boston, MA
Applications must be postmarked by September 6, 2011

10. Fees: The **nonrefundable** fee is **\$90.00**
Fees will not be refundable for any reason

11. Payment

By check: Check # _____

Make checks payable to NCC

By credit card:

Visa MasterCard American Express

Credit Card Number: _____

Expiration Date: _____

Cardholder Name: (Please PRINT) _____

Cardholder's Signature: _____

A \$25 fee will be assessed for any returned check, chargeback on a credit card for any reason, or an incomplete application.

Affidavit: I have read the policies in the attached Memo of Understanding (see reverse) and recognize that I will be subject to those policies. I certify that all information contained in this application is complete and correct. I understand and agree that any knowingly false information provided by me may result in denial or revocation of my certificate of added qualification.

Signature of the Applicant (above) _____

Date _____

For exam content information: download an NCC EFM candidate guide from the NCC website at www.nccnet.org

- FILE** by the deadline noted in Section 9
- Make sure you include **LICENSE** information
- Make sure your application is **SIGNED on BOTH sides of application form**
- Include **FEE** and **Mail** to NCC at
NCC 142 E. Ontario #1700, Chicago, IL 60611

No online, email or fax registration is available.



NCC

The National Certification Corporation
for the Obstetric, Gynecologic and
Neonatal Nursing Specialties
P.O. Box 11082 • Chicago, IL • 60611-0082
(312) 951-0207
www.nccnet.org

Memo of Understanding for Professional Education Center (PEC) EFM Course Attendees in 2011

This form must be signed by the individual applicant and returned with their NCC EFM application. All communications and applications for an exam at a PEC seminar must be sent directly to NCC.

An applicant who chooses to take the NCC Electronic Fetal Monitoring subspecialty exam at a PEC 2011 seminar test site is subject to the following policies and must sign this Memo of Understanding. By signing this form, the applicant acknowledges receipt of these policies and understands that he or she will be subject to the stated policies without exception. It should be understood that these policies *may* be different from those for an applicant taking an NCC examination at standard or other sites. PEC applicants for 2011 will be subject to the policies stated below. An applicant for the NCC EFM exam at the PEC site acknowledges and understands that **THERE IS NO CONNECTION BETWEEN PEC AND NCC AND THAT POLICIES FOR APPLYING FOR AND TAKING THE PEC SEMINAR ARE NOT POLICIES OF NCC.**

CONFIRMATION-ADMISSION LETTER: Applicants will receive admittance letter from NCC when applicant is approved for admission to the PEC-NCC EFM examination.

REFUNDS: No refund will be issued for any reason. An applicant who signs up for the NCC exam and does not successfully complete the PEC course, fails to take the exam after signing up for the exam, fails to appear at the site, or fails to take the exam for any other reason will not be entitled to a refund from NCC.

WITHDRAWAL: Once the applicant is determined eligible for the exam, withdrawal from the process will not be allowed. No application may be transferred to another person or to another test date.

CARRYOVER: A candidate who fails to appear to take the examination may be eligible to participate in the carryover process. The candidate must apply within 30 days of the original examination date by submitting a letter to NCC requesting this carryover along with the carryover fee of \$125.

UNSUCCESSFUL APPLICANTS: An applicant who sits for the exam and does not receive a passing score is not eligible for any refund nor for any credit on any later NCC exam.

REGISTRATION: All applicants must complete an application and send it along with the stated payment on the application to NCC. The application must be received by the stated deadline date. All applicants must be approved by NCC to sit for the exam. PEC has no authority to accept or to allow any applicant to take the NCC EFM exam. Incomplete* applications (see details below) or those received after the deadline for the EFM exam will be returned.

PAYMENT: All applications must include full payment. If a check is returned for NSF, stop payment or for any other reason, or if a credit card charge is disputed, the applicant will no longer be eligible to take the exam at the PEC site if payment is not fully reconciled in full no later than 21 days prior to the exam. It is therefore recommended that all applications be sent in with accurate data, valid checks or credit card information, and at the earliest possible date.

TEST RESULTS: NCC shall provide final test result reports to individual applicants within 4 weeks of receipt of the answer sheets. All communications regarding the exam must be to NCC at bsobala@nccnet.org.

Please sign below to indicate your understanding that you are subject to the policies as stated in this Memo of Understanding.

Signature

Date

All policies are subject to change without notice. * Incomplete applications are defined as those that are missing any requested information or documentation, contain wrong or have no fees, do not contain original signatures or for any other reason resulting in an inability to determine applicant eligibility status. Such applications, if re-filed, are subject to a \$25 reprocessing fee, but all documents and fees must be reconciled in full no later than 21 days prior to the exam. INELIGIBLE APPLICATIONS are subject to a \$50 non-refundable fee.