



REGISTERING FOR THE EVT EXAMS

- Register online at www.evtcc.org or fill out the Exam Registration Form and mail with payment or fax with credit card payment to:

EVT Certification Commission, Inc.
P. O. Box 894
Dundee, IL 60118
fax 847-426-4076

- Registration form must be received in the EVT office at least 21 days prior to the testing date.
- Registrations cannot be accepted by telephone.
- Registration and/or payments will not be accepted at the test site.
- A confirmation/admittance letter and reference list with study objectives will be sent upon receipt of the registration form. If the letter is not received within two weeks, notify the EVT office immediately because you must have the letter to gain admittance to the exam.
- You must notify the EVT office if you are unable to attend an exam. Those who have notified the EVT office at least 15 days in advance may have the exam fees applied to a later test date or refunded. For those canceling between 2-14 days prior to the test date, a \$25 change fee will apply. Less than 1 business day a penalty of \$50 will apply, if you do not show up you may forfeit your fees. All of our proctors are volunteers and we do not want to waste their time. So, if you must cancel at the last minute because of an emergency, you must notify the proctor and the EVT office.