UPATED: JUNE 5, 2020

PAX-RN Exam and NACE Exam

The Hopkinsville Community College Workforce Assessment Center received the below update from the National League for Nursing (NLN). We do not have any input in this process so any questions about the proctoring fee or scheduling an appointment to take the exam should be directed to NLN Customer Service. We are aware of the slow response times to emails sent to NLN. They have advised that, due to the unexpected volume of communication they have received about remote exams, replies may take 3-4 business days.

The HCC Workforce Assessment Center has extended the latest date to take the PAX exam from June 12 to June 15. This gives an additional three days of possible times to schedule an appointment with NLN and the proctoring service.

NLN Update:

All students will pay for the PAX or NACE exam and the proctor fee directly at: www.nlntest.org, which is the new testing portal. Students who already paid for the exam should have received an email from NLN with a voucher code to use for the exam purchase step in the new portal.

For students who previously paid for your exam, you should have received an email from NLN with a “jotform” link to pay the proctoring fee. Within 3 business days, you should have received the Student Guide from NLN. This guide provides information on how to schedule your appointment to take the exam with the proctor and what to do to prepare for the remote exam. A link to the Student Guide is on the Nursing webpage.

If you have not registered or paid for an exam, you should follow the NLN Student Guide, which can be found through a link on the Nursing webpage.
Summary of Instructions Provided by NLN:

Once your account is created on www.nlntest.org:

Sign Up for Your Online Exam
1. The following three things must be added to your profile before scheduling an exam. To do this, click on your name in the upper right and go to “Edit Profile”. You must click "save" after editing each profile section:
   o Your real first and last name in the Main section
   o Your local time zone from the Account section
2. Purchase your exam from the “Buy Exam” tab. Check out using your voucher code/credit card payment. You will receive email confirmation. Check your spam or junk folder if necessary.
3. Schedule your exam from the “My Assessments” tab. You will receive an email from Examity with confirmation and exam-day instructions. Read this email carefully. Don't forget to add your exam appointment to your calendar.
4. 15 min before your scheduled time, click on the link in the email from Examity to launch your exam. It may take up to an hour for your proctor to join as there is a high volume of testers at this time. Please be patient.

Preparing for Your Online Exam - Please follow these steps before exam day (see Student Guide for links related to each step)

- Set your local time zone
- Install Zoom
- Conduct System Test
  - Install / Detect Questionmark Secure
  - Test Communication and Bandwidth
- Review Exam Process
- Overview of Online Proctored Exam (video)
- Chat with a proctoring support agent

NOTE FROM HCC

Since the remote exam process is being managed by NLN, the HCC Nursing Department and Workforce Assessment Center staff do not have access to the exam scheduling component. We cannot see who has registered, what step in the process students are in, or how many proctoring appointments are available. Any questions about this remote exam process should be addressed to NLN Customer Service at studenthelp@nln.org.

We appreciate your patience.