



North Carolina Psychology Board

895 State Farm Road, Suite 101, Boone, NC 28607

Telephone: (828) 262-2258 Fax: (828) 265-8611

info@ncpsychologyboard.org

INFORMATION FOR APPLICANTS TAKING THE EXAMINATION FOR PROFESSIONAL PRACTICE IN PSYCHOLOGY (EPPP)

*** If applicable, see separate set of instructions for registering for the State Examination **.*

FEES AND REGISTERING TO TAKE THE EPPP

1. Submit a completed **EPPP Candidate Data Form** and a check/money order in the amount of \$50 made payable to the NC Psychology Board directly to the Board at the above address. The Board does not accept credit cards at this time.
2. Following receipt of the completed **EPPP Candidate Data Form** and payment, the Board will submit your name to the Association of State and Provincial Psychology Boards (ASPPB) to indicate that you are eligible to sit for the EPPP. You will receive information directly from ASPPB via email that will include instructions about creating a user account and registering online for the EPPP. It is suggested that you add the email address of EpppExam@asppb.org to your “allowable email addresses” so that your spam filter does not divert this email invitation. At the time of registration, the examination fee may be paid electronically by credit card to ASPPB. Following receipt of payment, Pearson Vue** will send you an Authorization-to-Test (ATT) letter via email.

****NOTE:****

Effective February 1, 2015, the testing vendor changed from Prometric to Pearson Vue.

You are advised not to delay in submitting your data form and fee to take the EPPP to the Board so that you can meet the time periods and deadlines established in Board rules for sitting for the examination. However, take note that once you submit the examination fee to ASPPB, your eligibility to take the exam remains active for only 90 days. If you do not take the exam within 90 days of paying the fee to ASPPB, you may receive a partial refund, but a substantial processing fee will be withheld by ASPPB. Also, note the information provided below under the headings of **FAILURE TO APPEAR** and **RETAKE THE EPPP**. Time periods and deadlines established by the examination contractor and/or testing vendor do not supersede those specified in Board rules.

3. Upon receipt of an Authorization-to-Test (ATT) Letter via email from Pearson VUE, you will register on-line to take the examination at an approved Pearson VUE testing center. *Be aware that a non-refundable test administration fee must also be paid to Pearson VUE when scheduling your appointment.*

PASSING POINTS:

Licensed Psychologist level:	scaled score of 500
Licensed Psychologist (provisional) level:	scaled score of 500
Psychological Associate level:	scaled score of 440

REPORTING OF SCORES:

An *informal* score will be reported on the day the examination is taken at the testing center. The *formal* score will be reported to the Board within 10 *business days* of the Board's receipt of the score from ASPPB, which is received weekly and runs a week behind the actual exam. If you receive a passing score, and all that you needed was the EPPP, or if you have previously passed the State Examination (if required), the license will be issued at the time the formal score is reported via email, so be sure to keep the Board notified if your email address changes. If you do *not* receive a passing score, or you still need the State Examination (if required), the *formal* score will be reported, and applicable information will be sent via email in approximately 10 *business days* following the Board's notification of your score.

FAILURE TO APPEAR:

Pursuant to 21 NCAC 54 .1904, if an applicant does not appear for an examination within four (4) months after being approved for examination by the Board, he/she shall be deemed to have failed the examination. The four (4) month period begins on the date appearing on the email which notifies the applicant that his/her credentials have been approved for examination by the Board. If the *first* four (4) month period is missed, the applicant shall be permitted to take the examination within the *next* four (4) months without reapplying for licensure. If the applicant does not appear for an examination within the next (second) four (4) months, he/she shall be deemed to have failed the examination a *second* time. Except as exempt under G.S. § 90-270.4, after failing the examination for the *second* time, an applicant may **NOT** practice or offer to practice psychology *without first becoming licensed unless working in an exempt setting*. Also, note information provided by ASPPB or Pearson VUE regarding requirements established by the examination contractor and testing vendor.

RETAKEING:

Pursuant to 21 NCAC 54 .1903, an applicant may take the examination no more than four (4) times in a 12-month period and *no more frequently than every 60 days*, upon payment of the required fee. The 12-month period begins on the date appearing on the email which notifies the applicant that his or her credentials have been approved for examination by the Board. After failing the examination for the fourth time, or after the passage of 12 months as defined in this Rule, whichever occurs first, an applicant must *totally reapply* for licensure. Except as exempt under G.S. § 90-270.4, after failing the examination for the *second* time, an applicant may not practice or offer to practice psychology *without first becoming licensed*. Also, note information provided by ASPPB or Pearson VUE regarding requirements established by the examination contractor and testing vendor.

If you have questions about the examination procedures, you may contact Debbie Hartley at (828) 262-2258 ext. 12 or by email at Debbie@ncpsychologyboard.org. **BE SURE TO KEEP THE BOARD APPRISED OF YOUR CURRENT EMAIL AND MAILING ADDRESS AT ALL TIMES SO THAT IMPORTANT CORRESPONDENCE IS NOT DELAYED DUE TO HAVING INCORRECT INFORMATION.****

NORTH CAROLINA PSYCHOLOGY BOARD

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Boone, North Carolina 28607
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**EXAMINATION FOR PROFESSIONAL PRACTICE IN PSYCHOLOGY (EPPP)
CANDIDATE DATA FORM**

Type or legibly print all information.

Complete and return this form to the Board with the required fee (\$50.00).

Upon receipt of your completed EPPP Candidate Data Form and \$50.00 fee, the Board will submit your name to ASPPB to indicate that you are eligible to sit for the EPPP. The Board will then send you an EMAIL, which will acknowledge receipt of the EPPP Data Form and fee. You are advised not to delay in submitting your data form and fee to the Board so that you can meet the established time periods and deadlines for sitting for the examination.

01. **Title:** ____Dr. ____Mr. ____Ms. ____Mrs.

02. **Legal Name:**

First or FI Middle or MI Last Jr., Sr., etc.

03. **Home Address:** **NOTE CHANGE?** Y N

Street/Box: _____

City: _____ State: _____

ZIP Code: _____ County (if in NC only): _____

DAYTIME Telephone Number: (_____) _____

E-Mail address: _____ **NOTE CHANGE?** Y N

04. **Work Address** **OR** **UNEMPLOYED:** **NOTE CHANGE?** Y N

Business Name _____

Street/Box _____

City _____ State _____

ZIP Code _____ County _____

Phone Number: (_____) _____

05. **Preferred Mailing Address:** ____Home ____Business **NOTE CHANGE?** Y N

06. **Birthdate:** ____/____/____
mm mm yyyy

07. **Signature:** ✓ _____ **Is this a re-take?:** Y N

****PLEASE KEEP THE BOARD NOTIFIED VIA EMAIL WHEN YOU CHANGE ANY OF YOUR CONTACT INFORMATION****

INTERNAL USE ONLY – FLAG 1 = _____

(2/25/16)