Updated: February 19, 2025

Exam Booking Process

To secure your booking with a proctor for your exam(s), you must have an eProctor Canada account prior to **Sunday, March 7, 2025**.

Registered exam candidates **do not** need to book for their exam. you will be receiving confirmation emails for each booked exam for the exact date/time. They are automatically registered for their examination date(s) in accordance with the latest Exam Schedule.

Please follow these instructions carefully:

If you are a <u>NEW</u> exam candidate (i.e. you have not taken an online technical exam before)

- 1. Visit the proctoring site at https://www.eproctorcanada.com/
- 2. Create a new account using your email address that you registered with your regulator.
- 3. Complete the account setup by **Sunday, March 7, 2024**. This is important. If you do not have an account setup, we will not be able to book you into your time slot.
- 4. Set your time zone in your eProctor account (and double check your computer time zone as well). This is to avoid issues with booking times.
- 5. If you have issues with the setup, please contact eProctor's support team at support@eproctorcanada.com.

If you have an **EXISTING** eProctor account (i.e. you have taken an online technical exam after 2020)

- 1. You do not need to create a new account. However, you <u>MUST</u> double check that your email in your eProctor account matches the email you used to registered for your exam with your regulator by **Sunday, March 7, 2025**.
 - **IMPORTANT**: if the emails do not match, we are not able to book you for your exam. You should be able to verify which email was used by logging into your respective regulator's account.
- 2. Set your time zone in your eProctor account (and double check your computer time zone as well). This is to avoid issues with booking times.