A guide for AMC candidates to illustrate the processes on how to apply for an MCQ Authorisation and

How to schedule / reschedule for a MCQ examination event, including how to cancel from a MCQ examination event

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‘HOW TO SCHEDULE’ GUIDE –

A guide for AMC candidates to illustrate the processes on how to apply for an MCQ Authorisation and schedule for a MCQ examination event

PART 1 - APPLY FOR MCQ AUTHORISATION BY USING THE AMC ONLINE SCHEDULING PORTAL:

Australian Medical Council

To be able to apply for an MCQ Authorisation to schedule for a MCQ examination event, you must:

1. Have an AMC Candidate Number
2. Have an AMC MCQ Online Examination Scheduling portal account
3. Have an ‘eligible’ status.

To access the AMC scheduling portal, go to https://candidates.amc.org.au.

AMC Candidate Number:

The AMC Candidate Number consists of 6 (old) or 7 (new) digits, for e.g. 2100000.

If you do not have an AMC candidate number, you need to apply online by clicking here:
AMC MCQ Online Examination Scheduling portal account:

If you do have an AMC candidate number, but not a MCQ Online Examination Scheduling portal account, you can apply online by clicking on **Create an account**:

Fill in the details required below, and click on **Create your account**:
A confirmation email will be sent to your email address to confirm this account:

Dear AMC Candidate

Thank you for registering with the AMC MCQ Online Examination Scheduling portal.

Once you have activated your account, you can access the AMC MCQ Online Examination Scheduling portal to apply for an MCQ authorisation. In order to activate your account, please click on the link below:

Confirm my account

Once you have activated your account, you can log in to apply for a MCQ authorisation. However, if you forgot your password, or need to change your password, click on this link:

Create your Account

If you have an AMC Candidate Number, but do not have an Candidates Portal account, please complete the following to create your account.

AMC Candidate Details

AMC Candidate Number

Date of Birth

1992 [ ] October [ ] 26 [ ]

Account Information

Email

Password

Password confirmation

Security question

Security answer

[ ] Yes, I agree to the terms of use and privacy policy

Create your account

Login

Forgot your password?

Didn't receive confirmation instructions?

Instructions

The email address must be the same as the email currently recorded in your AMC record. If you wish to update your email in order to access this service, please use this form.

The password must be at least 6 characters long and the password confirmation must be the same as the password.

The security question and your answer may be used by the AMC Secretariat to confirm your identity if you make a telephone enquiry.

You must agree to the terms of use and privacy policy.

You will receive the following confirmation email:

Dear AMC candidate,

Someone has requested a link to change your password, and you confirm this through the link below:

Change my password

If you didn't request this, please ignore this email. Your password therefore won't change until you access the link above and create a new password.
AMC MCQ Online Examination Scheduling portal application

Enter your **Email** and **Password** details and click on **Log in**:

The information on the next screen will be based on the status currently recorded at the AMC – please take note of your status, and the conditions applicable to your status:
‘Not Eligible’ status:

The AMC’s Primary Source Verification Section has not received any or some of the required documentation from the AMC candidate to assess the training and qualifications, therefore cannot apply for a MCQ authorisation yet. You should call the AMC’s Call Centre for further information. You will not be able to continue with this application.

Your Information

Name: S Fraser  
Address: 4/155 Morb  
State: ACT 2601  

AMC Number: AMC009000  
City: MELBOURNE  
Country: DEMOCRATIC REPUBLIC OF THE CONGO  

Home Phone:  
Work Phone:  

Your AMC Status

Pathway: Non-Specialist  
Status: Not Eligible

You are not eligible to schedule for an MCQ Examination event.

What next?

To become eligible to schedule for an MCQ Examination event, please submit all the required documentation as requested by the AMC auto-reply email that was sent to you after you created your online account. Once you have submitted all the documentation required by the Primary Source Verification Section, your status will be amended to “eligible”.

If you have any further enquiries as to the documentation required by the AMC, please contact the AMC Call Centre at amc@amc.org.au or +61 (0) 2 6270-7878.

“Eligible (Conditional) status:

The AMC’s Primary Source Verification Section has identified outstanding documentation from the AMC candidate. The AMC candidate will be allowed to sit a MCQ examination event, however, will not be issued with the results or allowed to re-apply until all outstanding documentation has been received. You should call the AMC’s Call Centre for further information.

Your Information

Name: S Fraser  
Address: 4/155 Morb  
State: ACT 2601  

AMC Number: AMC009000  
City: MELBOURNE  
Country: AMERICAN SAMOA  

Home Phone:  
Work Phone:  

Your AMC Status

Pathway: Non-Specialist  
Status: Eligible (Conditional)

You will be able to schedule for an MCQ Examination event however, you will be considered “conditional” until all outstanding documentation, as requested by the AMC Primary Source Verification email called “Incomplete Documentation”, has been submitted. Your results for the MCQ Examination event will be withheld until notification has been received from the Primary Source Verification Section that your credentials have been verified.

What next?

Although the AMC has not yet received all of your required documentation, you are allowed to schedule and conduct ONE MCQ Examination event at this stage.

If you have any further enquiries as to the outstanding documentation required by the AMC, please contact the AMC Call Centre at amc@amc.org.au or call +61 (0) 2 6270-7878.
“Eligible (Provisional) status:

The AMC candidate has submitted a provisional degree; therefore the status will remain Provisional until the AMC candidate has submitted a certified copy of the primary medical degree in the original language and English translation, as proof of possession of primary medical qualifications. The AMC candidate is able to proceed with the AMC examinations process, however the AMC will not be able to issue a final AMC Certificate until the EICS verification has been confirmed.

‘Eligible’ status:

An AMC candidate whose primary medical qualifications are not recognised in Australia must have their training and qualifications assessed through a process administered by the AMC’s Primary Source Verification Section and to be issued with an AMC candidate number. Upon initial assessment of the AMC candidate’s documentation, the medical degree has been sent to the ECFMG - EICS for primary source verification. You are eligible to apply for a MCQ authorisation.
You will be able to view the upcoming MCQ Examination events:

### November 2011

<table>
<thead>
<tr>
<th>Venues</th>
<th>Scheduling Close</th>
<th>Event Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Non-Australian</td>
<td>Thu 20th October</td>
<td>Wed 16th November</td>
</tr>
<tr>
<td>Non-Australian</td>
<td>Thu 20th October</td>
<td>Thu 17th November</td>
</tr>
<tr>
<td>Non-Australian</td>
<td>Thu 20th October</td>
<td>Fri 18th November</td>
</tr>
<tr>
<td>Australia &amp; NZ</td>
<td>Thu 20th October</td>
<td>Fri 18th November</td>
</tr>
<tr>
<td>Australia &amp; NZ</td>
<td>Thu 20th October</td>
<td>Sat 19th November</td>
</tr>
</tbody>
</table>

### February 2012

<table>
<thead>
<tr>
<th>Venues</th>
<th>Scheduling Close</th>
<th>Event Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia &amp; NZ</td>
<td>Wed 18th January</td>
<td>Sat 19th February</td>
</tr>
</tbody>
</table>
All the venues are listed where MCQ examination events are being held:

- Australian & New Zealand venues
- Non-Australian venues

Authorisation Rules:

You need to read the Rules carefully, and then click on “I Agree” to be able to move to the next page.
Candidates can only use the on-line application system if you pay with credit card.

Candidates paying with cheque or by means of NOOSR funding must complete the MCQ Examination form – please email mcqform@amc.org.au to request a form.

NOOSR candidates should read the information re. NOOSR payments on the AMC website.

Complete details as required, and click on “Process Payment”:

Please DO NOT click anywhere else whilst your payment is processed.

When payment has been processed successfully, you will receive confirmation:
You will now receive confirmation of your Authorisation status. Your information has been sent off to Pearson VUE – please read information provided carefully:

If you have a Pearson VUE account from previous MCQ examinations, you can access the Pearson VUE candidate scheduling system to schedule for a MCQ examination event.

You will receive an acknowledgement email from the AMC, confirming that you application and payment has been received, and your information sent to Pearson VUE:

---

AMC ACKNOWLEDGEMENT EMAIL
(candidates to receive by email on application for MCQ Authorisation)

Dear Doctor Jared S Fraser,

We have attached a receipt acknowledging your payment for AMC MCQ Examination Authorisation #2010111. Your receipt also confirms the MCQ Examination events covered by your authorisation period.

MCQ examination events are delivered by Pearson VUE. You will be required to take further action to finalise your placement and select your preferred examination date and venue. Under normal circumstances, an email will be sent to you by Pearson VUE within 48 hours (between Monday to Friday) of your initial application being received by the AMC. This email will confirm that you are able to proceed with the next step of scheduling through Pearson VUE. Please view the AMC How to Schedule guide for more information on the process.

Pearson VUE allocates their placements on a “first come, first served” basis. Some candidates will not receive the email from Pearson VUE if there has been a delay from the AMC or if you have sat a previous examination with Pearson VUE. In this case you will need to contact Pearson VUE yourself to schedule into your chosen venue.

If you already have Pearson VUE account details from a previous MCQ exam, you can continue to schedule for an MCQ Examination events at www.pearsonvue.com/amc. Alternatively, you will receive your account details from Pearson VUE by email.

Once you have scheduled Pearson VUE, the AMC will email you an official placement letter. This letter can be utilised for Visa requirements as it confirms both your placement and venue selection.

Regards,
Australian Medical Council
Ph: +61 (02) 6270 7878
Fax: +61 (02) 6270 6796
Email: mcq@amc.org.au
www.amc.org.au

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PART 2 - SCHEDULING FOR A MCQ EXAMINATION EVENT BY USING THE PEARSON VUE CANDIDATE SCHEDULING SYSTEM:

Pearson VUE:

First-time users (AMC Candidates that have not scheduled for a MCQ examination through Pearson VUE before):

Once you have submitted your application to the AMC (whether online or paper application), the AMC will batch your information and send to Pearson VUE.

If you are a returning candidate, meaning you have a Pearson VUE account from a previous MCQ examination, you can use the same login details to schedule on the Pearson VUE candidate scheduling system.

However, if you do not have a Pearson VUE account, you will receive an **Automatic Web Account Creation Confirmation** email from Pearson VUE. This email confirms your account details:

<table>
<thead>
<tr>
<th>Candidate Name and Surname</th>
</tr>
</thead>
<tbody>
<tr>
<td>Automatic Web Account Creation Confirmation</td>
</tr>
<tr>
<td>Australian Medical Council has requested that we create a Pearson VUE Web Account for you. Now you will be able to schedule and manage exam appointments at <a href="http://www.PearsonVUE.com">www.PearsonVUE.com</a>. Please use the following username and password the first time you sign in.</td>
</tr>
<tr>
<td>Username : xxxxxxx0000</td>
</tr>
<tr>
<td>Temporary Password : K8etX9pQ</td>
</tr>
</tbody>
</table>

As soon as you sign in, you will be required to choose a new password. We require this password change as a security measure for your protection. To help maintain the privacy of your personal information, choose your new password carefully to make it hard for anyone to guess.

We recommend choosing a new password that is both easy to type and easy to remember so that you do not have to record it where someone else might see it. Your new password must contain at least seven characters and may not contain your username. Use both uppercase and lowercase letters and also numbers and/or symbols, preferably in unexpected ways. Avoid names and words that would be easy to guess.

If you have any questions, visit our Web site at www.pearsonvue.com/contact/vuephone to find the contact information for your testing program.

Thank you for choosing Pearson VUE!

You will be given the opportunity to change the password to a password of your choice.

**Please record your username and password details**, as you will be required to use the same details if you need to change your MCQ examination event or venue on the Pearson VUE candidate scheduling system.
Authorisation to Take Australian Medical Council MCQ Examination with Pearson VUE

You have been authorised to take a MCQ examination at a Pearson VUE testing center. Information on the MCQ Examination, the testing rules, and how to schedule your MCQ Examination follows:

Awarding Body: Australian Medical Council

MCQ Examination Code: AMC-MCQ

MCQ Examination Name: AMC MCQ Examinations (Non-Australian)


Number of MCQ Examination attempts authorized: 1

Client Authorization ID: 2102000

Authorization ID: 7000007

Candidate Details

Candidate Surname, Candidate Name
1 Street Name
City/Town, State/Province COUNTRY
AMC Candidate ID: AMC11111

To ensure you are familiar with the examination scheduling process please refer to the AMC/Pearson VUE How to Schedule Guide [www.amc.org.au/a/mcq/scheduling-guide.pdf] before you proceed.

Instructions for Scheduling Your MCQ Examination

You may schedule the MCQ Examination at a Pearson VUE testing center through the Pearson VUE Web site or by calling the Pearson VUE Contact Center.

To schedule your MCQ Examination on the Pearson VUE Website, go to this address:

http://www.pearsonvue.com/amc

This Web site provides more information about MCQ Examinations, programs, and testing center locations. You can use your Pearson VUE Web account to schedule your MCQ Examination.

Your username is: kabran0016

If you have forgotten your password, you can ask to have a new password sent to your E-mail address on file. To do so, follow the instructions at www.pearsonvue.com/forgotpassword.

With your Web account, you can review your MCQ Examination information and also schedule, reschedule, and cancel MCQ Examinations.

To schedule your MCQ Examination or to get more information, you may contact the Pearson VUE Contact Center for your region:

Americas: For a full listing of contact numbers please visit http://www.vue.com/amc/contact/ or email queries to pvapcustomersservice@pearson.com

Please read the information on this page before accessing the Pearson VUE scheduling system:
Australian Medical Council Computer-Based Testing

AMC Multiple-Choice Questions (MCQ) examination event

MCQ Examination Event Format

The AMC MCQ examination event is three and a half hours in duration and consists of 150 multiple-choice questions. Each question has only one correct response from five presented options. For more information please refer to the AMC website.

Authorisation

To schedule for an AMC MCQ examination event with Pearson VUE you must have obtained an authorisation from the AMC. Granted you are eligible to sit the AMC MCQ examination event, you can apply for an authorisation by following the instructions as provided on the AMC website.

Scheduling

Once you have received an email from Pearson VUE confirming your authorisation, you may schedule for an AMC MCQ examination event by selecting one of the following options:

- Schedule Online
- Schedule By Phone

The dates and venues of the AMC MCQ examination events covered by your authorisation will have been provided by the AMC when obtaining the authorisation. You only have authorisation to schedule into ONE of the events covered by your authorisation. Some events have very limited capacity, therefore allocations are done on a first come, first serve basis. It is vital that you schedule immediately after you have received your authorisation notification.

Once you have scheduled your examination event with Pearson VUE, the AMC will email you an official AMC placement letter. This letter may be helpful for obtaining a travel Visa, travel and accommodation (if required). Please allow enough time for the Visa processing for the country where you are scheduled to sit the event. It is strongly recommended to cancel or reschedule your placement prior to the event closing date if your Visa will not be processed in time. For all important dates, please visit the AMC website.

Reschedule or Cancel

You may change or cancel your event or venue provided you do so before the event closing date, and provided there is a seat available at the location. No changes or cancellations will be accepted after the closing date. No applications for cancelation or rescheduling will be accepted after the closing date, and you will forfeit your authorisation and payment.

US Embargo

The following countries are subject to economic and trade sanctions administered and enforced by the U.S. Department of the Treasury's Office of Foreign Assets Control (OFAC):

- Cuba
- North Korea

Residents from the abovementioned countries are not allowed to schedule for AMC MCQ examinations.

For more information please refer to the AMC website.

Examination results

The AMC MCQ examination results will be processed and issued by the AMC, and not Pearson VUE. To view the results release dates please refer to the AMC website.
You have two options to use to schedule into a MCQ examination event:

**OPTION 1:**
By calling the **Pearson VUE Contact Centre**:

Click on this link:

or

**OPTION 2:**
By using the **Pearson VUE online scheduling system**:

Click on this link:

**OPTION 1 - Pearson VUE Contact Centre:**

If you prefer to discuss your MCQ examination event and venue options, you can contact the Pearson VUE Contact Centre closest to you. Click on the “**Schedule By Phone**” button:

The Pearson VUE Contact Centres are divided into 3 categories:

**Customer Service**

*Australian Medical Council* tests are delivered through our network of *test centers*

- **Americas Region**
- **Asia-Pacific Region**
- **Europe, Middle East, Africa (EMEA) Region**

**Americas Region**

**Telephone Numbers**

<table>
<thead>
<tr>
<th>Country</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>United States / Canada</td>
<td>Coming Soon</td>
</tr>
<tr>
<td>Americas Region (Toll)</td>
<td>+1-952-681-3872</td>
</tr>
</tbody>
</table>
## Asia-Pacific Region

<table>
<thead>
<tr>
<th>Country</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia</td>
<td>1800-023-095</td>
</tr>
<tr>
<td>China (Mainland)</td>
<td>4008-805-123</td>
</tr>
<tr>
<td>Hong Kong</td>
<td>3071-4601</td>
</tr>
<tr>
<td>Japan</td>
<td>005-3144-0174</td>
</tr>
<tr>
<td>Korea, South</td>
<td>0807-600-880</td>
</tr>
<tr>
<td>Malaysia</td>
<td>1800-880-401</td>
</tr>
<tr>
<td>New Zealand</td>
<td>0800-451-260</td>
</tr>
<tr>
<td>Philippines</td>
<td>1800-1441-0321</td>
</tr>
<tr>
<td>Singapore</td>
<td>8004-481-552</td>
</tr>
<tr>
<td>Taiwan</td>
<td>0800-666-022</td>
</tr>
<tr>
<td><strong>Asia-Pacific Region (Toll)</strong></td>
<td>+60-383-191-085 (8:30 a.m. - 8:00 p.m. AEST)</td>
</tr>
</tbody>
</table>

## Europe, Middle East, Africa (EMEA) Region

<table>
<thead>
<tr>
<th>Country</th>
<th>Telephone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Austria</td>
<td>0600-292150</td>
</tr>
<tr>
<td>Belgium - Dutch</td>
<td>0800-74174</td>
</tr>
<tr>
<td>Belgium - French</td>
<td>0800-74175</td>
</tr>
<tr>
<td>France</td>
<td>0800-909153</td>
</tr>
<tr>
<td>Germany</td>
<td>0800-1810696</td>
</tr>
<tr>
<td>Ireland</td>
<td>1-800-552131</td>
</tr>
<tr>
<td>Israel</td>
<td>1-90-9453797</td>
</tr>
<tr>
<td>Italy</td>
<td>800-790621</td>
</tr>
<tr>
<td>Netherlands</td>
<td>0800-0235323</td>
</tr>
<tr>
<td>Portugal</td>
<td>800-831429</td>
</tr>
<tr>
<td>South Africa</td>
<td>0600-995044</td>
</tr>
<tr>
<td>Spain</td>
<td>900-993190</td>
</tr>
<tr>
<td>Sweden</td>
<td>020-798690</td>
</tr>
<tr>
<td>Switzerland</td>
<td>0800-837550</td>
</tr>
<tr>
<td>Turkey</td>
<td>00800448822063</td>
</tr>
<tr>
<td>United Kingdom</td>
<td>0600-7319905</td>
</tr>
<tr>
<td><strong>EMEA Region (Toll)</strong></td>
<td>+44-161-855-7455</td>
</tr>
</tbody>
</table>
OPTION 2 - Pearson VUE online scheduling system:

If you prefer to schedule for a MCQ examination event and venue by using the Pearson VUE scheduling system, click on the “Schedule Online” button.

You will be required to sign in to your Pearson VUE account:

Returning users (AMC Candidates that scheduled for a MCQ examination through Pearson VUE before):

If you have scheduled for a MCQ examination on the Pearson VUE scheduling system before, you must use the same Username and Password details.

Log into your account by entering your **Username** and **Password**

If you are a returning candidate, and have forgotten your password or username, click on these links for Pearson VUE to send you details to your email address:
Pearson VUE will send you an email indicating that you have requested for your password to be reset.

Read this email carefully.

You must click on the link provided to confirm your password reset.

Password Reset Request: Step 2

We received a request to reset the password associated with this email address. If you made this request, please follow the instructions below. If you did not make this request, please contact the Pearson VUE customer service in your region.

Click the link below to start the process for resetting your password using our secure server.

https://wsr.pearsonvue.com/apps/passwordReset/UpdatePage.htm?wid=1195751&hc=c56439d7561f5e4aa6ef7e871fc14983567b43ad

If clicking the link above does not connect you to our secure server, copy the link and paste it into your browser's Address bar.

Once you have returned to pearsonvue.com, we will give you instructions for resetting your password.

Pearsonvue.com will never email you and ask you to disclose or verify your pearsonvue.com password, credit card or banking account number. If you receive a suspicious email with a link to update your account information, do not click on the link. Instead, report the email to pearsonvue.com for investigation.

Thank you for visiting pearsonvue.com!

This is a post-only mailing. Replies to this message are not monitored or answered.

You will have the opportunity to change the password to your preferred choice once this process has been completed:

Once you have successfully logged into your Pearson VUE account, you can now access the Pearson VUE Scheduling System:

### Schedule Exam(s): Select Exam(s)

Testing Program > Exam > Test Center > Appointment > Review > Payment > Confirm > Receipt

1. Select the exams that you wish to schedule.

To change the way the list is sorted, click the column heading.

<table>
<thead>
<tr>
<th>Exam Code</th>
<th>Exam Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMC-MCQ</td>
<td>AMC MCQ Examination</td>
</tr>
</tbody>
</table>
Click in the AMC-MCQ box – this is the title of the AMC MCQ Examination. Then click on **Next**:

You will now have the opportunity to select your preferred examination event venue. Based on your address details, the system will automatically identify the country closest to you and pre-fill the **Country** box accordingly:

By clicking on the drop-down arrow next to **Country**, you can select your country of preference:

**Please note:** You are only allowed to select approved countries and cities – see Events and Important Dates and Venues ([www.amc.org.au/a/mcq/events](http://www.amc.org.au/a/mcq/events)) as listed on the AMC website for a list of countries, states/provinces and cities available to sit the MCQ examination.
Once you have selected your country of preference, you can now select the relevant State/Province (if applicable) by clicking on the drop-down arrow next to **State/Province**:

The 5 closest examination venues (test centres) will be listed.

You can select more than one venue from the selection – this will help you to check if there are seats available (see next page for instructions). Your selected venues will change to a yellow colour.

Your selected venues will appear at the bottom of the screen. Click on **Next**.
If you are unsure as to where the venue is located, you can click on the **Map** icon to open the map:

![Map Image]

The map will indicate the location with a **red star**:

![Map Image]

All the venues you have selected will be listed on this column – you have to select your first choice to check for seat availability:
Select the MCQ examination event month of your choice by clicking on **Select date:**

Please note that only the examination event months covered in your MCQ authorisation period will be listed (please refer to your AMC receipt for list of the MCQ examination events covered in your MCQ authorisation period).

You can now select the relevant month of the MCQ examination event you want to schedule for.

If there are any seats available in this venue, the date of the MCQ examination event will be shown in a square box:

If you notice there is a seat available in your preferred venue, ensure you have selected the correct venue in the **Choose test centre** box. Click on the square box.

The examination event date will now appear in the **View available appointments** box.

**Please note:**
The examination events held in Australia and New Zealand are large scale events, with one ONLY appointment time. However, a number of examination events in the non-Australian locations may have multiple appointment times depending on the regulations of the Pearson VUE centre. It is important for candidates to check the confirmation notice forwarded by Pearson VUE to note the appointment time. At all venues candidates must arrive at least 30 minutes prior to the appointment time.
Select the date as listed in the **View available appointments** box:

Click on **Select Appointment** box. Then click on **Next**.

You will now need to confirm your **Contact Information**, then click on **Next**:

This screen is to review your venue and date selection to sit the MCQ examination event. Click on **check-in and reschedule/cancellation policies** to read the content.

You **MUST** click in the box to be able to proceed.

If you are satisfied with your venue selection, click on **Confirm Order**.

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“How to Schedule” guide for AMC candidates © Australian Medical Council Page 24 of 33
You have now been scheduled into the MCQ examination event.

You can either print a copy of the confirmation by clicking on Print. Alternatively, a confirmation email will be sent to the email address confirmed on this page:

**Please do not reply to this email.**

If you need to contact Pearson, please visit our Web site at [http://www.pearsonvue.com](http://www.pearsonvue.com)

Candidate Name and Candidate Surname  
Street Name  
Town/City and State/Province  
COUNTRY

Thank you for selecting Pearson. This email contains information on the exams you booked, the testing location, and the testing rules.

Candidate:  Candidate Name and Candidate Surname  
Test Series:  AMC–MCQ AMC MCQ Examination – English (ENU)  
Date:  Friday, February 18, 2011  
Time:  09:30 AM  
Appointment Length (minutes):  210
Please ensure that the exam details listed above are correct. If any details of this appointment are not correct, contact Pearson VUE immediately. For a complete list of phone numbers and email addresses, refer to this site: [https://www.pearsonvue.com/contact](https://www.pearsonvue.com/contact).

Please note: You are permitted to change your examination date and venue selection provided you do so before the examination closing date. Please refer to the AMC website for examination closing dates:


Important: You cannot change or withdraw from the examination after the closing date. Strictly no refunds will be issued after the examination closing date, this includes not reporting for the examination.

If you are required to apply for a Visa to attend this examination please ensure you have obtained it prior to the examination closing date. Otherwise you will need to reschedule into a later examination:

[https://vue.com/amc/schedule/](https://vue.com/amc/schedule/)

Please arrive at the examination venue 30 minutes before your scheduled appointment time.

The AMC will send you a Placement Confirmation email that will include:
- An official Placement Letter
- An Examination Users Guide
- ID requirements for attendance
- Australian address requirements (where applicable)

AMC and Pearson VUE will not be held responsible for expenses incurred beyond the cost of the examination, including but not limited to travel expenses and lost wages on the day of the examination.

If you do not have an account and password for the Pearson Web site, this can be requested at [https://www.pearsonvue.com](https://www.pearsonvue.com) Once you set up your account, you will be able to review your examination information, schedule, reschedule and cancel examinations through this Web site.

You will not be allowed to take any personal items with you into the testing room. This includes all bags, books or other materials not authorized for this exam, notes, phones, pagers, watches and wallets.

**DIRECTIONS TO THE TESTING LOCATION**

**PEARSON VUE PROFESSIONAL CENTRE – ISTANBUL TURKIYE**

Our office in Akaretler, Besiktas is easily accessible. From the main square in Besiktas (next to the ferry pier and the main bus station) on Besiktas Street, facing Dolmabahce Palace and Besiktas Stadium, please continue until the second turning on the right, after the row of banks and the overhead bridge, with the sign showing Macka. Turn into the cobbled street (Suleyman Seba Cad.) and up the hill until you reach the V-Junction (W Hotel entrance). Continue for a further 150 metres (approx.) from the left hand side. On the right hand side, before the traffic lights, is the entrance into the BJK Plaza. Please note that there are NO parking facilities or disabled parking within the Plaza. The Pearson Vue Professional Centre office is located in Block A, 1st Floor, Flat No: 3.
If you are testing in Australia, please note the following.

Our records indicate that you have voluntarily given personal information to Pearson so that we can schedule your exam and forward the results to the testing sponsor for certification or licensure. In order to protect that data and your privacy we have established and abide by data protection measures that are compliant with the National Privacy Principles set out in the Privacy Act 1988 (Cth). To read the full text of our privacy statement, please visit our Web site www.pearsonvue.com or contact the Pearson VUE call center in your area.

If you do not have an account and password for the Pearson Web site, this can be requested at www.pearsonvue.com. Once you set up your account, you will be able to review your exam information, schedule, reschedule and cancel exams through this Web site.

PART 3 - Reschedule to another MCQ Examination Event

You are allowed to transfer from one MCQ examination event to another event, provided:

- The transfer is completed PRIOR to the closing date of the MCQ examination event currently scheduled in.
- You transfer to a MCQ examination event covered in your MCQ authorisation period (refer to your AMC receipt).
- There is a seat available in the venue and date you want to transfer to.

You will be required to sign in to your Pearson VUE account by using your username and password details.

Select Current Activity on your left hand toolbar:

This will display the MCQ examination event details you are currently scheduled in.

You now have the option to either Reschedule from the current MCQ examination event:

- Reschedule – if you want to select another MCQ examination event immediately to secure your seat

To reschedule, follow the same steps as illustrated from pages 20.
Important:

If you need to change countries, you will find that you cannot change the country selection:

However, the 5 closest countries will be listed here for your selection.

If none of the listed countries are applicable to your choice of country, you must not reschedule, but CANCEL your current appointment, and start the process again (see instructions from page 30).

Once you have rescheduled to another MCQ examination event, Pearson VUE will send you an Australian Medical Council Notification by email:

**Please do not reply to this email.**

If you need to contact Pearson, please visit our Web site at
http://www.pearsonvue.com

Notice of Appointment Registration Rescheduled

Candidate Name Candidate Surname
Street Name
Town / City
Province / State
COUNTRY

NCS Pearson, Inc.
5601 Green Valley Drive
Bloomington, MN 55437
USA
Candidate: candidate Surname, Candidate Name
Test Series: AMC-MCQ 1-11 MCQ examination - English (ENU)
Date: Day, Month and Day, 2010
Time: 12:30 PM

Testing Centre Location
zTest Lab - Config 43 craig
2000
1111
943943
Testville WY 83333
612-855-9874

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Please ensure that the exam details listed above are correct. If any details of this appointment are not correct, contact Pearson VUE immediately. For a complete list of phone numbers and email addresses, refer to this site: http://www.pearsonvue.com/contact.

Please note: You are permitted to change your examination date and venue selection provided you do so before the examination closing date. Please refer to the AMC website for examination closing dates:

http://www.amc.org.au/a/mcq

Important: You cannot change or withdraw from the examination after the closing date. Strictly no refunds will be issued after the examination closing date, this includes not reporting for the examination.

If you are required to apply for a Visa to attend this examination please ensure you have obtained it prior to the examination closing date. Otherwise you will need to reschedule into a later examination:

http://vue.com/amc/schedule/

Please arrive at the examination venue 30 minutes before your scheduled appointment time.

The AMC will send you a Placement Confirmation email that will include:
- An official Placement Letter
- An Examination Users Guide
- ID requirements for attendance
- Australian address requirements (where applicable)

AMC and Pearson VUE will not be held responsible for expenses incurred beyond the cost of the examination, including but not limited to travel expenses and lost wages on the day of the examination.

Our records indicate that you have voluntarily given personal information to Pearson so that we can schedule your examination and forward the results to the testing sponsor for certification or licensure. In order to protect that data and your privacy we have established and abide by data protection measures that are compliant with the National Privacy Principles set out in the Privacy Act 1988 (Cth). To read the full text of our privacy statement, please visit our Web site www.pearsonvue.com or contact the Pearson VUE call center in your area.
If you do not have an account and password for the Pearson Web site, this can be requested at www.pearsonvue.com Once you set up your account, you will be able to review your examination information, schedule, reschedule and cancel examinations through this Web site.

You will not be allowed to take any personal items with you into the testing room. This includes all bags, books or other materials not authorised for this exam, notes, phones, pagers, watches, and wallets.

DIRECTIONS TO THE TESTING LOCATION
South of the Mall, 5 blocks from center of the city, but just Northwest of the Dairy Queen, on the corner next to Old Joe's Shoe Repair Shop. This is a big test center with lots of windows and 20 stories high. Once you enter the building, proceed to the main elevators. Take the elevator to the 19th floor. Take a left outside of the elevators and go down to the farthest office on the right hand side, then proceed to remove your shoes and go into the testing office.

PART 4 - Cancel from MCQ Examination Event

You are allowed to cancel from MCQ examination event, provided:

- The cancellation is completed PRIOR to the closing date of the MCQ examination event currently scheduled in.

Remember, when you cancel from a MCQ examination event, you can reschedule into any other MCQ examination event covered in your MCQ Authorisation period (refer to your AMC receipt) provided you do so PRIOR to the closing date.

You will be required to sign in to your Pearson VUE account by using your username and password details.

Select Current Activity on your left hand toolbar:

This will display the MCQ examination event details you are currently scheduled in.

You now have the option to either Cancel from the current MCQ examination event:

- Cancel – if you are unsure which MCQ examination event you want to schedule in, but definitely cannot sit this examination event anymore. You will need to do this process to prevent from forfeiting your examination fee (if not done prior to the closing date).
To cancel, click on **Cancel**:

A **Cancel Exam Appointment** screen will appear:

Read the cancellation policy by clicking on the link.

Tick in the **I have read and agree to the cancellation policy** box. Click on **Cancel Appointment**.

The following screen will appear to confirm your cancellation:

You can double-check your current activity status by clicking on **Current Activity**.
The Recent Appointment History tab will indicate your status as Cancelled. You can reschedule by clicking on Schedule and follow the instructions again as provided from page 20.

Pearson VUE will also confirm your cancellation by a Notice of Appointment Registration Cancelled email:

**Please do not reply to this email.**

If you need to contact Pearson, please visit our Web site at http://www.pearsonvue.com

Notice of Appointment Registration Canceled

Candidate Name Candidate Surname
Street Name
Town / City
Province / State
COUNTRY

NCS Pearson, Inc.
5601 Green Valley Drive
Bloomington, MN 55437
USA

VAT Registration No.: EU826000387

Candidate: candidate Surname, Candidate Name
Test Series: AMC–MCQ 1-11 MCQ examination – English (ENU)
Date: Day, Month and Day, 2010
Time: 12:30 PM

Testing Centre Location

zTest Lab - Config 43 craig
2000
1111
943943
Testville WY 83333

612-855-9874
Contact Details of the Australian Medical Council:

AMC Call Centre
Tel. +61 (0) 2 6270-7878
Fax. +61 (0) 2 6270-9799

MCQ Section
Tel. +61 (0) 2 6270-7878
Fax. +61 (0) 2 6270-9799
Email: mcq@amc.org.au (Australian & New Zealand examination events)
Email: offshoremcq@amc.org.au (Non-Australian examination events)
Email: mcqform@amc.org.au (To request a MCQ examination Form - Application for Authorisation to Schedule for a MCQ examination Event form)

Address:
Australian Medical Council
MCQ Section
PO Box 4810
Kingston ACT 2604
AUSTRALIA