



Alaska– October 2011 Exam Administration

NCEES Exam Administration Services – Timeline of Key Activities

Please find below pertinent dates for the **October 2011** exam administration. These dates will serve as a reminder of when tasks should be completed.

Due Date	Task
June 15	NCEES registration opens.
August 1 September 1	Alaska Board deadline for first-time applicants. Alaska Board deadline for retake applicants.
Ongoing - Final List due September 9	Receive final list of applicants approved by the Board. <u>Partial lists are appreciated prior to this date.</u>
11:59 PM EST September 9	NCEES registration deadline.
September 9	Deadline for examinees to submit ADA and Religious Accommodation requests to NCEES (refer to NCEES Web site for information). http://www.ncees.org/Exams/Special_accommodations.php
September 9	Cancellation deadline.
September 13	Send roster of registered examinees to the board for review.
September 15	Receive final approval of examinee roster from board.
September 19	Order NCEES exams. No further registrations allowed.
2–3 weeks before exam	Exam authorizations available to candidates through their MyNCEES account (an email is sent as notification). If an examinee does not have access to their exam authorization, they should contact NCEES.
October 28-29	Exam administration.

If you have any questions regarding the above dates, please feel free to call me at 877-536-7729 ext. 5243 or email me: LSTRICKLAND@NCEES.ORG

Sincerely,

Lea Strickland

NCEES Exam Coordinator