Registering to take an Exam with Pearson VUE

June 2017
Contents

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How to register for an exam

Starting Point
You may start from either:

» The Pearson VUE website:
  – http://pearsonvue.com/theopengroup

OR

» The Open Group website:
  – http://www.opengroup.org
Starting from the Pearson VUE website
Starting from The Open Group website
Both starting points go to: Take an Exam

Take an Examination

All examinations are subject to The Open Group Examination non-disclosure agreement.

Registering with Pearson VUE

Create an account and register to take an exam at a Pearson VUE test center or login to your Pearson VUE account:

Go to the: Pearson VUE launch page.

Need help? View a tutorial (PDF)

Login to your Pearson VUE account to initiate the process of registering for an exam, viewing existing registrations, rescheduling, accessing score reports, downloading payment receipts, etc. You will need an Open Group login account in order to register with Pearson VUE, even if you wish to register by phone or at a test center.

Contact Pearson VUE Customer Service for assistance with registration or rescheduling.

FAQs

Error connecting to Pearson VUE

If you receive an error connecting to Pearson VUE, click here to edit your profile, ensuring you have a valid phone number, valid address including country, then logout fully and retry. If that fails please contact certifications(at)opengroup.org including your username, a screenshot of the error page and the error URL.

Exam Information

Visit The Open Group Examinations page for general information and details of individual exams.

Other Questions

For all other questions please visit The Open Group Help Center.
Register with The Open Group

Personal Information

You will need an Open Group account in order to register for an exam at Pearson VUE.

If you have an Open Group account, login, then review and confirm your personal information.

If you do not have an Open Group account, perform the following steps to create one:

1. Create an account
2. Receive the account activation email sent to the business email address in your account and select the link in the email to activate your account.
3. Log in to this Pearson VUE launch page with the credentials from your new account, then confirm your information and proceed to Pearson VUE.
Login

[Image of login page]

Home
User Login
Professional Certifications
  ArchiMate® Certification Program
  IT4IT™ Certification Program
  Open FAIR™ Certification Program
  TOGAF® Certification Program
Training Course Accreditation
Examinations
Take an examination

Log in
Request new password

Username *
mary.jones
Enter the username.

Password *
Password
Enter the password that accompanies your username.

Log in
Check Your Personal Information

Personal Information

The information below is from your Open Group profile. Please review it for accuracy. Ensure your name is exactly as it appears on the identification you will present at the test center. If there is not an exact match, you will not be able to take your exam and you will forfeit any fees paid or the voucher used to book the exam.

If any of the information needs to be updated, perform the following steps:

1. Edit your Profile on the main Open Group site
2. Return to this Pearson VUE launch page
3. Log out
4. Return again to this Pearson VUE launch page where you will be asked to log back in; this will enable us to refresh your profile.

Note that sometimes a browser will cache the old credentials, so if simply logging out doesn’t work, you will need to shut down your browser or try an alternate browser.

Once you have confirmed that all information is correct and up-to-date, select the Proceed to Pearson VUE button at the bottom of the page to be transferred to the Pearson VUE website.

Personal Information

<table>
<thead>
<tr>
<th>User Name</th>
<th>mary.jones</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salutation</td>
<td>Miss</td>
</tr>
<tr>
<td>Given Name</td>
<td>Mary</td>
</tr>
<tr>
<td>Middle Name</td>
<td></td>
</tr>
<tr>
<td>Family Name</td>
<td>Jones</td>
</tr>
</tbody>
</table>
Check Your Personal Information: Proceed to Pearson VUE

### Mailing Address Information

#### Business Address
- **Street Address 1**: Apex Plaza, Forbury Road
- **City**: Reading
- **State/Province**: Berkshire
- **Postal Code**: RG1 1AX
- **Country**: UNITED KINGDOM

#### Home Address
- **Street Address 1**
- **City**
- **State/Province**
- **Postal Code**
- **Country**

[Proceed to Pearson VUE]
Pearson VUE Exam Registration
# Select the Exam

## Find an Exam:

**Do you have a private access code? [What is this?]**

<table>
<thead>
<tr>
<th>Exam Code</th>
<th>Exam Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>OGO-021</td>
<td>ArchiMate® 2 Part 1 Exam (English)</td>
</tr>
<tr>
<td>OGO-022</td>
<td>ArchiMate® 2 Part 2 Exam (English)</td>
</tr>
<tr>
<td>OGO-023</td>
<td>ArchiMate® 2 Combined Part 1 and Part 2 Exam (English)</td>
</tr>
<tr>
<td>OGO-023-ESL</td>
<td>ArchiMate® 2 Combined Part 1 and Part 2 Exam (ESL)</td>
</tr>
<tr>
<td>OGO-041</td>
<td>Open FAIR™ Part 1 Exam (English)</td>
</tr>
<tr>
<td>OGO-061</td>
<td>IT4IT™ Part 1 Exam (English)</td>
</tr>
<tr>
<td>OGO-091</td>
<td>TOGAF® 9 Part 1 Exam (English)</td>
</tr>
</tbody>
</table>
## Select the Exam (2)

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>OG0-092</td>
<td>TOGAF® 9 Part 2 Exam (English)</td>
</tr>
<tr>
<td>OG0-093</td>
<td>TOGAF® 9 Combined Part 1 and Part 2 Exam (English)</td>
</tr>
<tr>
<td>OG0-093-ESL</td>
<td>TOGAF® 9 Combined Part 1 and Part 2 Exam (ESL)</td>
</tr>
<tr>
<td>OG0-094</td>
<td>TOGAF® 9 Part 1 Exam (Brazilian Portuguese)</td>
</tr>
<tr>
<td>OG0-095</td>
<td>TOGAF® 9 Part 2 Exam (Brazilian Portuguese)</td>
</tr>
<tr>
<td>OG0-096</td>
<td>TOGAF® 9 Part 1 Exam (Simplified Chinese)</td>
</tr>
<tr>
<td>OG0-097</td>
<td>TOGAF® 9 Part 2 Exam (Simplified Chinese)</td>
</tr>
<tr>
<td>OG0-098</td>
<td>TOGAF® 9 Combined Part 1 and Part 2 Exam (Simplified Chinese)</td>
</tr>
<tr>
<td>OG0-F91</td>
<td>TOGAF® 9 Part 1 Exam (French)</td>
</tr>
<tr>
<td>OG0-F92</td>
<td>TOGAF® 9 Part 2 Exam (French)</td>
</tr>
<tr>
<td>OG0-S91</td>
<td>TOGAF® 9 Part 1 Exam (Latin American Spanish)</td>
</tr>
<tr>
<td>OG0-S92</td>
<td>TOGAF® 9 Part 2 Exam (Latin American Spanish)</td>
</tr>
</tbody>
</table>
Review Selected Exam
Confirm Exam Selection

Selected Exams:

Exam 1: OG0-061: IT4IT™ Part 1 Exam (English)
Language: English

Consecutive Appointments
You may add one or more exams to take on the same day (for a total appointment time of 6 hours / 360 minutes). Tell me more.

Add another exam to take on the same day

Proceed to Scheduling
Test Center Search & Selection

Test Center Search

Exam Selection: OSO-061. IT4IT™ Part 1 Exam (English) | Language: English | Change Exam

Find test centers near:
Apex Plaza, Forbury Road, Reading, RG1 1AX, United Kingdom
Search

You can select up to three test centers to compare availability.

<table>
<thead>
<tr>
<th>Test Center</th>
<th>Distance</th>
<th>Directions</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pearson Professional Centres-UK</td>
<td>0.3 mi</td>
<td>Get Directions</td>
</tr>
<tr>
<td>Pitman Training Limited t/a</td>
<td>0.4 mi</td>
<td>Get Directions</td>
</tr>
</tbody>
</table>

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Choose an Appointment Date & Time at a Center
Confirm Booking
Checkout – Step 1: Confirm Personal Info

**Important:** Your name must exactly match the identification that is presented at the test center or you will not be able to take your exam. Update my information.

**Name:**
Mary Jones

**Telephone:**
+44 44 (0)118-950-8311

**Correspondence Language:**
English

**Confirmation Preferences:**
Email

**Reminder Preferences:**
Email
Checkout – Step 2: Agree to Policies

The Open Group Policies

Admission Policy
We ask that you arrive at the test center 15 minutes before your scheduled appointment time. This will give you adequate time to complete the necessary sign-in procedures. If you arrive more than 15 minutes late for your scheduled exam time you will not be seated for your exam and payment in full is due for the exam fee.

Identification (ID) Requirements
You will need to bring two forms of identification to the test center. Carefully review the ID requirements prior to your exam appointment using this link. The test will not be delivered without the appropriate forms of identification. Pearson VUE Administrators have the right to refuse seating for the exam if they are unable to properly identify you.

Reschedule Policy
If you wish to reschedule your exam, you must contact Pearson VUE a minimum of 48 hours prior to your exam appointment. Rescheduling an exam less than 48 hours prior to your appointment or missing your exam may result in forfeiting your exam fees.

Cancellation Policy
If you wish to cancel your exam, you must contact Pearson VUE a minimum of 48 hours prior to your exam appointment. Cancelling an exam less than 48 hours prior to your appointment or missing your exam may result in forfeiting your exam fees.

I have read and agree to The Open Group policies listed above.
Checkout – Step 3: Enter Payment

Select Add Voucher link to use a voucher, then enter voucher code

Or enter credit card information here
Checkout – Step 3: Confirm Payment Info
Checkout – Step 4: Submit Order (1)

Your order is NOT complete until you click the “Submit Order” button.

Confirm Order Details

<table>
<thead>
<tr>
<th>Description</th>
<th>Details</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exam</td>
<td>Appointment</td>
<td>320.00</td>
</tr>
<tr>
<td>OG0-061: IT4IT™ Part 1 Exam (English)</td>
<td>Tuesday, January 31, 2017</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Start Time: 12:30 PM GMT</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Location</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Pearson Professional Centres-UK Reading</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2nd Floor</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Havell House</td>
<td></td>
</tr>
<tr>
<td></td>
<td>62-66 Queens Road</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Reading</td>
<td></td>
</tr>
<tr>
<td></td>
<td>RG1 4AZ</td>
<td></td>
</tr>
<tr>
<td></td>
<td>United Kingdom</td>
<td></td>
</tr>
</tbody>
</table>
Checkout – Step 4: Submit Order (2)

<table>
<thead>
<tr>
<th>Payment Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Exams for</td>
</tr>
<tr>
<td>Name: Mary Jones</td>
</tr>
<tr>
<td>The Open Group Candidate ID: 133232</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Order Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Subtotal: 320.00</td>
</tr>
<tr>
<td>Tax: 0.00</td>
</tr>
<tr>
<td>Voucher: -320.00 The Open Group 100% Discount - IT4IT Part 1 Exam</td>
</tr>
<tr>
<td>TOTAL DUE: USD 0.00</td>
</tr>
<tr>
<td>USD 0.00</td>
</tr>
</tbody>
</table>

[Submit Order]
Pearson VUE Customer Service
Customer Service for Exam Bookings

http://pearsonvue.com/theopengroup/contact/
ESL Time Allowance
ESL = English as Second Language

» Additional time may be available to candidates for whom English is not their first language

» Part 1 or Part 2 Exam
  – Additional time is added on automatically at registration time for candidates residing in and taking an exam in a country designated as an ESL country
  – The additional time will automatically be added on and reflected on your Order Summary once you complete your registration.

» TOGAF & ArchiMate Combined Exam ESL
  – Must select ESL specific exam in order to be granted additional time (OG0-093-ESL, OG0-023-ESL)
Part 1 / Part 2 ESL time is confirmed once booking complete
ESL for candidates in a non-ESL Country

» Candidates may request additional time if they:
  – do not currently reside in a country designated as an ESL country
  – are not native English speakers and do not have professional working proficiency of English
  – are natives of a designated ESL country or a non-English speaking region of their country

» Must request & obtain approval from The Open Group before booking the exam. Requests will be considered on a case-by-case basis.

» For approval, requests must be submitted via The Open Group Help Desk at https://help.opengroup.org, select Category: Certification and Accreditation, then program, and include the following:
  1. Name of the exam you would like to take
  2. Nationality
  3. Country you currently live in and the length of time you have been living there
  4. Scanned letter from your employer providing rationale for why you need additional time for the exam. The letter must be on company letterhead paper and include the date, name, and signature of the person writing the letter.
  5. Any additional evidence you have regarding your level of fluency in English
Further information on ESL

» ESL Time Allowance
  – https://certification.opengroup.org/examinations#ESL

» Designated ESL Countries
  – https://certification.opengroup.org/examinations/esl-countries
Test Accommodations
Test Accommodations

Test accommodations

Pearson VUE is committed to providing access for all individuals with disabilities. Depending on your geographic region, test accommodations may also be known as "special arrangements" or "reasonable adjustments."

- What are test accommodations?
- What test accommodations are right for me?
- How do I request a test accommodation?

What are test accommodations?

The purpose of test accommodations is to provide candidates with full access to the test. However, test accommodations are not a guarantee of improved performance or test completion. Pearson VUE provides reasonable and appropriate test accommodations to individuals with documented disabilities who demonstrate a need for test accommodations.

Pearson VUE test accommodations may include things such as:

- A separate testing room
- Extra testing time
- A Reader or Recorder

http://www.pearsonvue.com/accommodations
Test Accommodations

Email request to: accommodations@opengroup.org

Test accommodations for The Open Group Testing Program
Requests for test accommodations are handled by your individual test program. You will need to contact the test program directly to determine the next steps for requesting test accommodations for your testing situation. Click on the link below and a pre-addressed email will open. Describe your need for test accommodations and then send the email.
accommodations@opengroup.org
Useful Information
Frequently Asked Questions

Registration Problems
Q. I am unable to connect to my Open Group account at Pearson VUE. What should I do?
A. Please read the FAQ.

Q. I receive an ERROR_CANDIDATE_NOT_FOUND error when connecting to my Open Group account at Pearson VUE. What should I do?
A. Please read the FAQ.

Q. I receive an ERROR_VUE_WIDE_BLOCK error when connecting to my Open Group account at Pearson VUE. What should I do?
A. Please read the FAQ.

Q. I am unable to register for an ESL exam at Pearson VUE, as it says a price could not be found. What should I do?
A. Please read the FAQ.

For additional registration information see the Pearson VUE Specific Q&As below.

Exams and Results
Q. When will I receive my exam results?
A. Please read the FAQ.

Q. What are the exam requirements?
A. Please read the FAQ.

Q. What exams are available at Pearson VUE?
A. Please read the FAQ.

Q. How do I find out more information about The Open Group certification exams?
<table>
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<tr>
<th>EXAM REGISTRATION</th>
<th>EXAM-BASED CERTIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>How can I find out more information on The Open Group examinations?</td>
<td>Can I get an extension on my exam voucher?</td>
</tr>
<tr>
<td>How can I register for an EBL exam?</td>
<td>How can I access my score report for my exam?</td>
</tr>
<tr>
<td>How can I request a test accommodation?</td>
<td>How do I find out more information about The Open Group certification exams?</td>
</tr>
<tr>
<td>How can I reschedule my exam appointment at The Open Group Exam Provider?</td>
<td>I cannot find the answer to my question</td>
</tr>
<tr>
<td>How do I register to take an exam at a Pearson VUE test center?</td>
<td>I received a voucher as part of my training course, what are the terms and conditions?</td>
</tr>
<tr>
<td>I am unable to connect to my Open Group account at Pearson VUE</td>
<td>What are the next steps after completing the exam(s)?</td>
</tr>
</tbody>
</table>

See all 12 articles

<table>
<thead>
<tr>
<th>OPEN CA AND OPEN CIT S CERTIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>I received confirmation that I am Open CIT S certified, but I cannot find my name in the directory</td>
</tr>
<tr>
<td>What is the deadline to submit my re-certification package?</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TOGAF® CERTIFICATION</th>
</tr>
</thead>
<tbody>
<tr>
<td>Can I get a paper copy of my TOGAF certificate?</td>
</tr>
<tr>
<td>How do I obtain my TOGAF 9 certificate?</td>
</tr>
<tr>
<td>I am TOGAF 8 certified - is there still a bridge to TOGAF 9 certification?</td>
</tr>
<tr>
<td>I failed one part of the combined exam - do I need to retake both parts?</td>
</tr>
<tr>
<td>When I tried to complete the certification steps, I received an error “At this time, we do not have a record of you passing a TOGAF exam.”</td>
</tr>
</tbody>
</table>

See all 13 articles

<table>
<thead>
<tr>
<th>PUBLICATIONS / BOOKSTORE</th>
</tr>
</thead>
<tbody>
<tr>
<td>I purchased a document from the bookstore, but haven’t received anything</td>
</tr>
<tr>
<td>When I try to download a ‘FREE MEMBERS POP’ publication it says Unauthorized</td>
</tr>
</tbody>
</table>
Useful Links


https://certification.opengroup.org/take-exam

http://pearsonvue.com/theopengroup/locate/

http://pearsonvue.com/theopengroup/exams/

http://pearsonvue.com/theopengroup/contact/

http://pearsonvue.com/accommodations/