Scheduling an Oral Exam

1. Make sure you read and understand the registration policies. Once you’re ready, click on Schedule My Test Appointment.

2. Select your preferred location on the middle drop-down menu (left), and then select your language on the last drop-down menu (right). Ignore the top drop-down menu that is utilized for scheduling written/translator exams.

3. Scroll up to 3 months forward and look for dates hyperlinked in blue (like the 3-6th). If you do not see anything hyperlinked within the next three months, you must wait until the first week of next month when a new schedule is published.

Troubleshoot: If you see this message, please select another date, as there are no proctors available in the location selected.
Scheduling an Oral Exam

4. Choose a time and date that will work best for you. *Remember that the grey slots are booked, but the white ones represent available times. Please click on the white slot closest to the grey areas.*

5. Make sure you have selected your desired location and time.

6. Enter the prompted information. Please follow the advice on each picture.

7. Click on *Continue* to make a payment.

---

Please note that the Document Translator is NOT the same as the Written/Oral Interpreter exams. To ensure that you receive the right test, your appointment confirmation, and your test results, it *is your responsibility* to enter the following information accurately: mailing and email address, language, test location, and type of test. Please do not select DSHS Employee.