
2. **Application:** The first step in completing your online application is the creation of your NCCAOM Personal Account. This may be completed by clicking on the Login button at the top right of the applicants homepage. You will be directed to the login homepage and able to create your account here. This feature will allow you to track your application and send/receive messages from NCCAOM.

   a. Once you create your account, you may begin your online application. When asked which certification program you are applying, please make sure to check Oriental Medicine and under Route of Eligibility, Formal Education/Pre-Graduation. AOMA’s school code is **AOM 00093.** Applicants should allow six to eight weeks for NCCAOM staff to review applications, transcripts, and generate the Authorization to Test letter once you submit your application.

   The current fee for Oriental Medicine Certification is $595 and your application is valid for four years from the date that NCCAOM receives your application.

   b. **Authorization from AOMA:** In order to be authorized to sit for exams, the registrar must submit paperwork to NCCAOM to allow you to take each set of exams. The registrar will submit your transcript and Pre-Graduation form once each competency course is successfully completed. You will need to request this be sent when you have completed each course as this paperwork is not automatically sent.

   c. **Authorization to Test:** When you are cleared to sit for an exam, NCCAOM will issue an Authorization to Test letter (ATTL). This letter contains all the information needed to schedule, reschedule, and/or cancel the examination(s) appointment.
d. **Examination Registration**: Exam registration takes place by telephone or online. All candidates can register with Pearson VUE only after receiving an *Authorization to Test* letter. In order to schedule an exam online, you will have to create an account through the Pearson VUE website at [http://www.pearsonvue.com/nccaom/](http://www.pearsonvue.com/nccaom/). The current fee for each exam is $300.

**FYI**: NCCAOM examinations have been approved by the Department of Veterans Affairs for reimbursement to military personnel eligible for the G.I. Bill. To apply for reimbursement go to [www.gibill.va.gov](http://www.gibill.va.gov), click on “Apply for Benefits” and follow the instructions. A copy of the paid exam receipt and exam results should be mailed to the Decatur processing center.

3. **Clean Needle Technique Requirement**: Verification of completion of the CNT course within the last six years is handled directly through CCAOM. Please visit their website at [www.ccaom.org](http://www.ccaom.org) for information for requesting this verification be sent to NCCAOM. Current fee for this verification is $10.

4. **Final Transcripts**: Once you have completed your coursework to earn the MAcOM degree, the registrar will automatically send your final graduate transcript to NCCAOM.

Please be aware that you will not receive NCCAOM certification until all exams are complete, CNT proof received, and final graduation transcripts received. However, you may submit the *Exam Results and Certification Verification Form* to NCCAOM provided that all items are completed within six months of submitting this paperwork.