How to Renew Proctor Status

Step 1: Login to your Proctor account at **NHANOW.com**.

| Shop | Help Center | My Account | **Login or Create Account** |

Step 2: At the top center of page, click where it says **Click here to renew**.

> Your proctor status has expired. You must complete your tutorial and oath in order to renew. Click here to renew

Step 3: Proctor Tutorial and Oath Read the Proctor Handbook and Proctor Oath and complete the questions that follow. Click **Yes** and **Submit**.

Did you read the PDF?

Yes

Submit
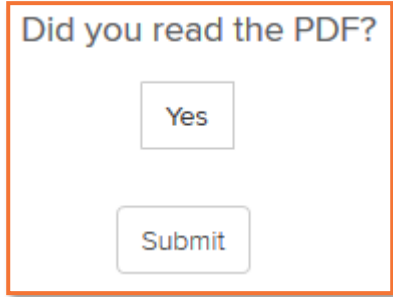
Step 4: Once complete, the **Proctor Exams** link will remain active in the left-hand side of the portal.

EXAMS
Request New Exam
Upcoming Exams
Rosters
Proctor Exams
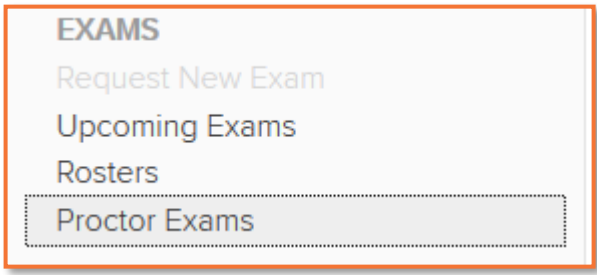
Please note that you will be prompted to renew your Proctor Tutorial on an annual basis and will receive email reminders as your one-year expiration date approaches.

For additional questions, please contact us via **Live Chat** at nhanow.com.