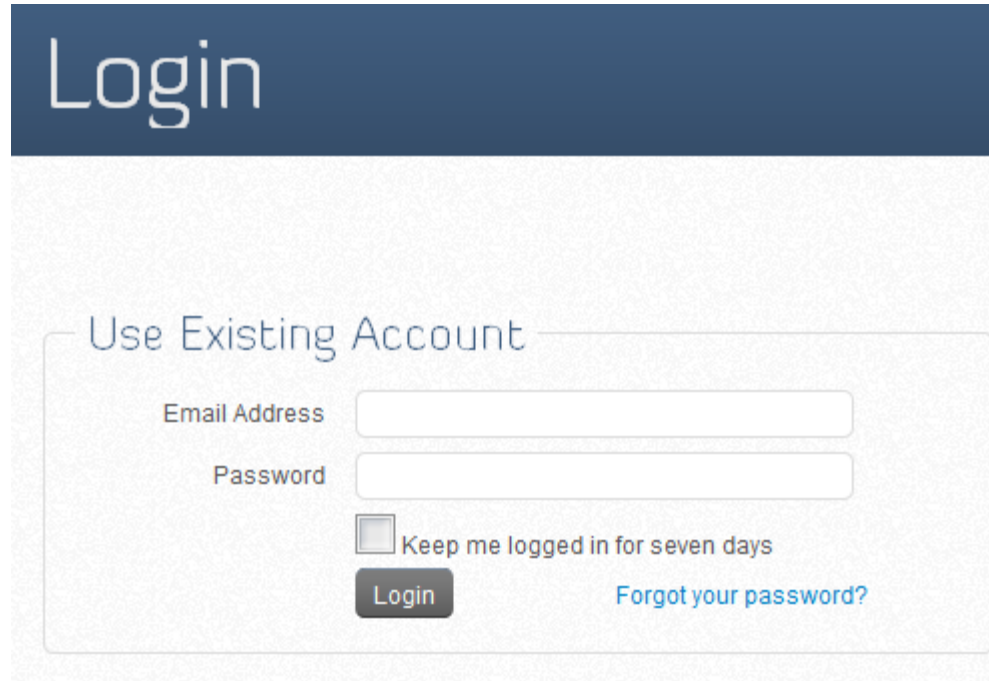




How to Schedule Your GIAC Proctored Exam

Step 1. Log into your SANS/GIAC account
(<https://www.sans.org/account/login>)



Login

Use Existing Account

Email Address

Password

Keep me logged in for seven days

[Forgot your password?](#)

Step 2. Click on “Certification Attempts.”

Account Dashboard

Account Details

- [Personal Information](#)
- [My Subscriptions](#)
- [My Orders](#)
- [My Webcasts](#)
- [My Account Secret](#)
- [Logout](#)

My Online Training

- [SANS OnDemand](#)
- [Self Study](#)

My GIAC Certification



- [Certification Attempts](#)
- [Certification History](#)

Step 3. You will be brought to the GIAC Exam Engine.
Click on the “Attention!” bar to schedule your exam appointment.

Home

Certifications

Exams/Tests

FAQ

Attention! You have 2 proctored exams that need to be scheduled. Please schedule as soon as possible! [click here]



(Home)

Welcome to the GIAC Certification Portal. Please choose an action:

- Proctor Scheduling (PDF) — View instructions on how to schedule your proctored exam.
- Certification Attempts — Take a certification exam or view your current attempts.
- Practice Tests — Take a practice test or view results from previous tests.
- Assessments — Take an assessment exam or view results from previous assessments.

Step 4. Click “Schedule a Proctor.”

- Do not click “Select Exam,” as this is the action to take when you are ready to begin your exam.
- Please note of the “Certification Information READ ME FIRST” bar. You’ll want to review this information as you prepare for your exam attempt.



(Available Certification Attempts)

To start an exam, select the radio button next to the exam you wish to take and then click the "SELECT EXAM" button below.

GIAC Assessing and Auditing Wireless Networks (GAWN)		Certification Information READ ME FIRST
Extended		Exp. August 31st, 2011 00:00 UTC
<input type="radio"/> Exam - ID 1165818 (Proctored)	Schedule a Proctor [click here]	Available



Select Exam

Step 5. Verify your contact information, making sure your name is exactly the same as it appears on your IDs. When the information is correct, click “Continue.”

Home

Certifications

Exams/Tests

FAQ

Account Dashboard



(Proctoring Through Pearson)

G2700 Exam (1381121)

You will now be directed to our partner's site to choose a location and schedule a specific date and time to take your proctored exam. GIAC certification exams are proctored by Pearson VUE. You will be required to visit a Pearson VUE test center to take your exam. Once you have completed the scheduling process through Pearson VUE, you will be returned to the GIAC Certification Portal.

Please confirm your contact information below. Once done, please enter your account password and click the continue button to proceed.

Note: By clicking the button to continue, you will be directed to the Pearson VUE scheduling system at pearsonvue.com.

Exam

* First Name

* Last Name

* Address

(continued)

* City

* State/Province

(required for US & Canada)

* ZIP/Postal Code

* Country

* ‡ Phone + - x

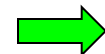
‡ Cell + -

* Denotes a required field.

‡ Please indicate the best way to reach you, as this information will be used to notify you of any changes to your scheduled appointment.

* Enter Password

Back



Continue

Step 6. You will be brought into the Pearson VUE scheduling system. Select the exam you wish to schedule and click “Schedule this Exam.”

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[Home](#) | [My Order](#) | [Return to GIAC Certification Portal](#) | [Sign Out](#)

Signed In as:
SD Number:

Exam Details

[View My Authorization Information](#)

Exam: GIAC3HR: GIAC 3-Hour Exam

Currently Available Languages: English

[← Previous](#)



[Schedule this Exam →](#)

Step 7. Enter your location information and click "Search."

Select up to three testing centers to search for appointment dates and times.

Then click "Next."

- If there is not a Pearson VUE testing center within 60 miles of your location, please email proctor@giac.org.

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Test Center Search

Signed In as :
SD Number:

Exam Selection: GIAC3HR: GIAC 3-Hour Exam | Language: English

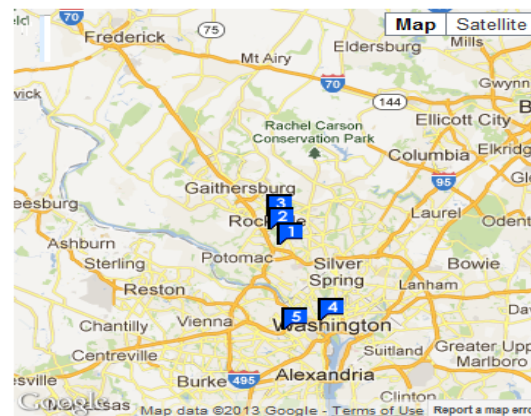
Find test centers near:

e.g., "5601 Green Valley Drive, Bloomington, MN" or "Paris, France" or "55437"

U.S. Service Members looking for on-base test centers, please [click here](#).

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

	Test Center	Distance* Show km	Directions
<input checked="" type="checkbox"/>	1 ASM Educational Center, Inc. 11200 Rockville Pike Suite 220 (open Mon-Fri walk in Exam) Rockville, Maryland 20852 United States	2.6 mi	Get Directions
<input checked="" type="checkbox"/>	2 Computer Institute 1335 Rockville Pike Suite 300 Rockville, Maryland 20852 United States	4.6 mi	Get Directions
<input checked="" type="checkbox"/>	3 Nutech Computer Training Institute 1682 E Gude Drive Suite 102 Rockville, Maryland 20850 United States	6.3 mi	Get Directions
<input type="checkbox"/>	4 TwistNet, LLC 1050 17th ST NW Suite 1000 Washington, District Of Columbia 20036 United States	7.8 mi	Get Directions



Next →

Step 8. Select a testing center, your preferred exam date (the blue boxes indicate dates available) and your preferred start time.

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Choose Appointment

Signed In as:
SD Number:

Exam Selection: GIAC3HR: GIAC 3-Hour Exam | Language: English

Test Center

- ASM Educational Center, Inc.**
11200 Rockville Pike
Suite 220
(open Mon-Fri walk in Exam)
Rockville, Maryland 20852
United States
- Computer Institute**
1335 Rockville Pike
Suite 300
Rockville, Maryland 20852
United States
- Nutech Computer Training Institute**
1682 E Gude Drive
Suite 102
Rockville, Maryland 20850
United States

[Change Test Centers](#)

Select Date [Why can't I find an available date?](#)

May 2013							June 2013						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						4							
								3	4	5	6	7	8
12	13	14	15	16	17	18	16	17	18	19	20	21	22
19	20	21	22	23	24	25	23	24	25	26	27	28	29
26	27	28	29	30	31		23	24	25	26	27	28	29
							20						

Show available appointments on

Available Start Times: Wednesday, May 15, 2013 at ASM Educational Center, Inc.

Morning	Afternoon
<input checked="" type="button" value="09:30 AM"/>	<input type="button" value="12:00 PM"/>
<input type="button" value="09:45 AM"/>	<input type="button" value="12:15 PM"/>
<input type="button" value="10:00 AM"/>	<input type="button" value="12:30 PM"/>

Step 9. If your exam appointment details are correct, click
“Proceed to Checkout.”

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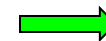


[Home](#) | [My Order](#) | [Return to GIAC Certification Portal](#) | [Sign Out](#)

My Order

Signed In as:
SD Number:

Description	Details	Actions
Exam GIAC3HR: GIAC 3-Hour Exam Language: English Exam Length: 180 minutes	Appointment Wednesday, May 15, 2013 Start Time: 09:30 AM EDT Change Appointment Location ASM Educational Center, Inc. 11200 Rockville Pike Suite 220 (open Mon-Fri walk in Exam) Rockville, Maryland 20852 United States Change Test Center	Remove Exam



[Proceed to Checkout](#) →

Step 10. Verify that your name exactly matches your name as it appears on your IDs. If it does, click “Next.” If it does not, do not proceed with scheduling but click “Return to GIAC Certification Portal” to update your name in your SANS/GIAC account. Then you may start over with the exam scheduling process.

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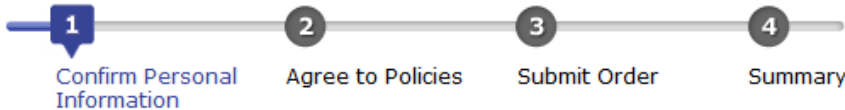


[Home](#) | [My Order](#) | [Return to GIAC Certification Portal](#) | [Sign Out](#)



Signed In as: [User Name]
SD Number: [SD Number]

Checkout - Step 1: Confirm Personal Information



Exams scheduled for:

IMPORTANT: Your name as it appears below must exactly match your name as it appears on your identifications. If it does not when you present your IDs at the testing center, you will not be permitted to take your exam and will be charged a \$150 seating fee. [Update my information.](#)

Name:


Telephone:

← Previous

Next →

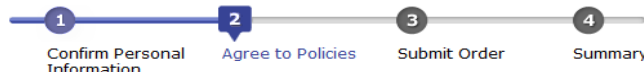
Step 11. Carefully review the GIAC Policies. If you agree to the policies, click the checkbox and then “Next.”

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PEARSON VUE  [Home](#) | [My Order](#) | [Return to GIAC Certification Portal](#) | [Sign Out](#)

Signed In as: [Name]
SD Number: [Number]

Checkout - Step 2: Agree to Policies



1 Confirm Personal Information 2 **Agree to Policies** 3 Submit Order 4 Summary

GIAC Policies


Please read and agree to the following 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. At most test centers, GIAC requires the capture of your photograph and digital signature. If you arrive more than 15 minutes late for an exam and are refused admission, you will forfeit your appointment and be charged a \$150 seating fee. Please be prepared to show two (2) forms of personal ID. Both must have your signature, and one of the two must have your photo. The ID bearing both your signature and photo must be a government-issued form of identification; both forms of ID must be current. Military Testing Centers: Any test site with "Military" or "DoD" in the test site name indicates a US military installation. Any candidate registering for an exam at a site with "Military" or DoD in the test site name must provide a U.S. military ID or be turned away and charged a \$150 seating fee. GIAC allows open book exams and you will be allowed to take materials such as books and paper materials into the testing room. You must be able to carry these into the test room; leaving your backpack or briefcase outside of the testing room. Other materials, including but not limited to, phones, calculators, watches, or personal writing implements are not permitted.

Reschedule Policy
If you wish to reschedule your exam, you must do so at least one business day (24 hours) prior to your exam appointment by logging into your SANS account and clicking on 'Certification Attempts,' 'View Proctor Details' and then 'Change.' If you need to reschedule your exam less than 24 hours in advance, you will forfeit your appointment and be charged a \$150 seating fee.

Cancellation Policy
If you wish to cancel your exam, you must do so at least 24 hours prior to your exam appointment by logging into your SANS account and clicking on 'Certification Attempts,' 'View Proctor Details' and then 'Change.' If you need to cancel your exam less than 24 hours in advance, you will forfeit your appointment and be charged a \$150 seating fee.

Additional Information
GIAC/Pearson VUE will not be held responsible for expenses incurred beyond the cost of the exam, including but not limited to travel expense and lost wages on the day of the exam. Pearson VUE's goal is to make your exam experience a pleasant one. We look forward to serving you again. If you have any questions or comments regarding your exam, please contact GIAC at proctor@giac.org or 301-654-7267.

 I have read and agree to the GIAC policies listed above.

[← Previous](#) [Next →](#)

Step 12. Carefully review the details of your exam appointment.

If they are correct, click “Submit Order.”

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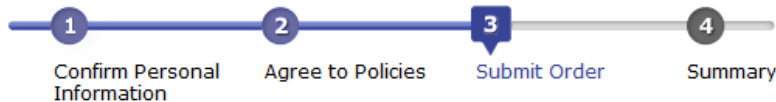
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[Home](#) | [My Order](#) | [Return to GIAC Certification Portal](#) | [Sign Out](#)

Checkout - Step 3: Submit Order

Signed In as: [\[User Name\]](#)
SD Number: [\[SD Number\]](#)




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

Confirm Order Details

Description	Details
Exam GIAC3HR: GIAC 3-Hour Exam Language: English Exam Length: 180 minutes	Appointment Wednesday, May 15, 2013 Start Time: 09:30 AM EDT Location ASM Educational Center, Inc. 11200 Rockville Pike Suite 220 (open Mon-Fri walk in Exam) Rockville, Maryland 20852 United States


[← Previous](#) [x Cancel Order](#)

 [Submit Order →](#)

Step 12. You will be brought to a confirmation page and may print your exam details by clicking "Print Summary."

You will also receive this information via email.



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PEARSON VUE  [Home](#) | [My Order](#) | [Return to GIAC Certification Portal](#) | [Sign Out](#)

Checkout - Step 4: Summary

Signed In as: _____
SD Number: _____

1 Confirm Personal Information 2 Agree to Policies 3 Submit Order **4 Summary**

 An email confirmation will be sent to _____ (Please allow up to 2 hours for the email confirmation to arrive.)  [Print Summary](#)

Exam Details

Description	Details	Order Information
Exam GIAC3HR: GIAC 3-Hour Exam Language: English Exam Length: 180 minutes	Appointment Wednesday, May 15, 2013 Start Time: 09:30 AM EDT Location ASM Educational Center, Inc. Get Directions	Order Number/Invoice 0008-0466-7286 Registration ID 257489655 Status Scheduled

GIAC 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. At most test centers, GIAC requires the capture of your photograph and digital signature. If you arrive more than 15 minutes late for an exam and are refused admission, you will forfeit your appointment and be charged a \$150 seating fee. Please be prepared to show two (2) forms of personal ID. Both must have your signature, and one of the two must have your photo. The ID bearing both your signature and photo must be a government-issued form of identification; both forms of ID must be current. Military Testing Centers: Any test site with "Military" or "DoD" in the test site name indicates a US military installation. Any candidate registering for an exam at a site with "Military" or "DoD" in the test site name must provide a U.S. military ID or be turned away and charged a \$150 seating fee. GIAC allows open book exams and you will be allowed to take materials such as books and paper materials into the testing room. You must be able to carry these into the test room; leaving your backpack or briefcase outside of the testing room. Other materials, including but not limited to, phones, calculators, watches, or personal writing implements are not permitted.

Reschedule Policy

If you wish to reschedule your exam, you must do so at least one business day (24 hours) prior to your exam appointment by logging into your SANS account and clicking on 'Certification Attempts,' 'View Proctor Details' and then 'Change.' If you need to reschedule your exam less than 24 hours in advance, you will forfeit your appointment and be charged a \$150 seating fee.

Cancellation Policy

If you wish to cancel your exam, you must do so at least 24 hours prior to your exam appointment by logging into your SANS account and clicking on 'Certification Attempts,' 'View Proctor Details' and then 'Change.' If you need to cancel your exam less than 24 hours in advance, you will forfeit your appointment and be charged a \$150 seating fee.

Changing Your Scheduled Exam Date or Time

- If you wish to cancel or reschedule your exam appointment, you must do so at least one business day (24 hours) prior to your exam appointment by logging into your SANS account and clicking on “Certification Attempts,” “View Proctor Details” and then “Change.” After you are transferred to the Pearson VUE scheduling system, select your scheduled exam appointment and click “Cancel” or “Reschedule.” You will receive a confirmation email after your exam appointment is successfully cancelled or rescheduled.
- If you need to cancel or reschedule your exam less than 24 hours in advance, you will forfeit your exam appointment and be charged a \$150 seating fee.

Alternative Proctor Options

- If there is not a Pearson VUE Testing Center within 60 miles of your location, please email proctor@giac.org.