

# Sarbanes Oxley Compliance Professionals Association (SOXCPA)

1200 G Street NW Suite 800 Washington, DC 20005-6705 USA  
Tel: 202-449-9750 Web: [www.sarbanes-oxley-association.com](http://www.sarbanes-oxley-association.com)

## The Exam

**Step 1:** You have studied the presentation carefully. Now you are ready to sit for the exam.

Please send an email to:

Lyn Spooner: [lyn@sarbanes-oxley-association.com](mailto:lyn@sarbanes-oxley-association.com) or

George Lekatis: [lekatis@sarbanes-oxley-association.com](mailto:lekatis@sarbanes-oxley-association.com)

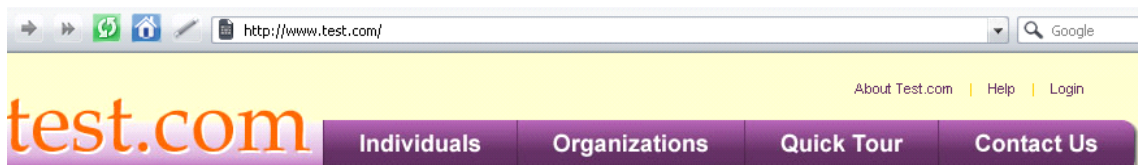
with your contact details:

1. Your Name (as it will be on your certificate)
  2. Your Email
  3. Your Address (here we will send your certificate)
- At the title of your Email please write: **Send me the Username and Password for the CSOE - Certified Sarbanes Oxley Expert Exam**

**Step 2:** We will give you access to the testing application.  
**You will receive an email** with your

**A. Username B. Password C. Account**

**Step 3:** Please visit the following URL: [www.test.com](http://www.test.com) and click **Login** (on the right, above Contact Us)



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**Step 4:** Please use your Username, Password and Account information we have sent you to Login

Username:

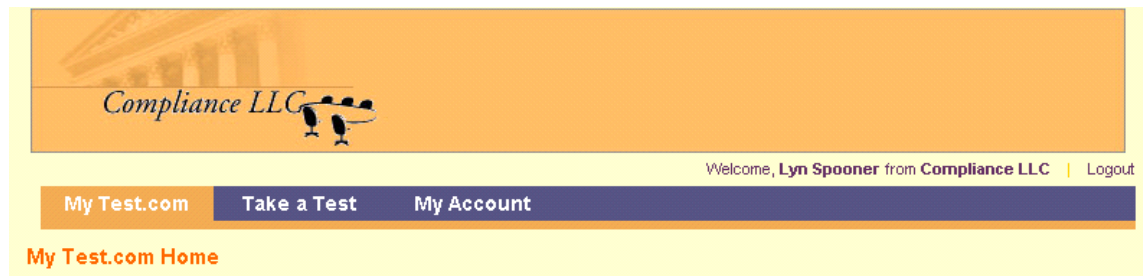
Password:

Account:

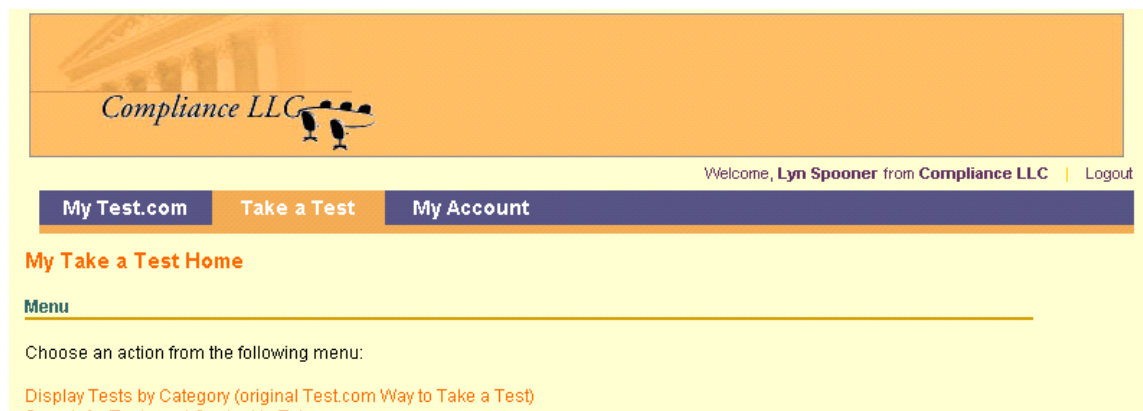
Login

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**Step 5:** You will see the message: “Welcome, Your Name”  
Please choose “Take a Test”



**Step 6:** Please choose “Display Tests by Category (original Test.com Way to Take a Test)”




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**Step 7:** Please choose “Certified Sarbanes Oxley Expert (CSOE) (under the **Name** column)”

|  |      |  |
|--|------|--|
| Certified Sarbanes Oxley Expert (CSOE) | Test | <p>Test: Certified Sarbanes Oxley Expert (CSOE)</p>  <p>Welcome to the Sarbanes Oxley Compliance Professionals Association (SOXCPA), the largest Association of Sarbanes Oxley professionals in the world</p> <p>Test: Certified Sarbanes Oxley Expert (CSOE)</p> |
|--|------|--|

**Step 8:** Please click “Start Taking This Test”.  
Good Luck

|  |  |            |        |
|--|--|------------|--------|
| My Test.com  | Take a Test                                  | My Account | Manage |
| <b>Take a Test - Start Taking a Test</b>   |  |            |        |
| <u>Take a Test</u>   |  |            |        |
| You have chosen to take the following test.  |  |            |        |
| <b>Name</b>  | Certified Sarbanes Oxley Expert (CSOE)       |            |        |
| <b>Description</b>   | Test: Certified Sarbanes Oxley Expert (CSOE) |            |        |
|   |  |            |        |
| Welcome to the   |  |            |        |
| Sarbanes Oxley Compliance Professionals Association (SOXCPA), the largest Association of Sarbanes Oxley professionals in the world |  |            |        |
| Test: Certified Sarbanes Oxley Expert (CSOE)   |  |            |        |
| <b>Questions</b>   | 35 (number of test questions)                |            |        |
| <b>Time Limit</b>  | 90 (minutes)                                 |            |        |

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**Step 9: If you pass the exam**

**Congratulations! You are a Certified Sarbanes Oxley Expert (CSOE). As a certified professional, you are entitled to write about your certification in your CV, resume, websites etc. using the name and the logo of the association and the certification.**



**After 6 to 8 weeks you will receive your certificate (at the address you have provided in Step 1).**

**Step 10: If you do not pass the exam**

**Study the presentation carefully.**

**Try to understand the details.**

**You can definitely pass, and you will have the opportunity to try again.**

**You will have (at no extra cost) a **second** opportunity to sit for the exam.**

**You can use again your Username, Password and Account information we have sent you.**

**Good Luck!**

**If you do not pass again, you have to study more.**

**You will have (at no extra cost) a **third** opportunity to sit for the exam.**

**You can use again your Username, Password and Account information we have sent you.**

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If you do not pass the third time, you will have (at no extra cost) more opportunities to sit for the exam, but not immediately.

**After one year,** we will send you another Username and Password.

For any information you may contact Lyn Spooner  
[lyn@sarbanes-oxley-association.com](mailto:lyn@sarbanes-oxley-association.com)

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