

Sarbanes Oxley Compliance Professionals Association (SOXCPA)

1200 G Street NW Suite 800 Washington, DC 20005-6705 USA

The Exam

Step 1: Please send an email to George Lekatis with your contact details (lekatis@sarbanes-oxley-association.com)

Your Name:

Your Email:

Your Contact Details:

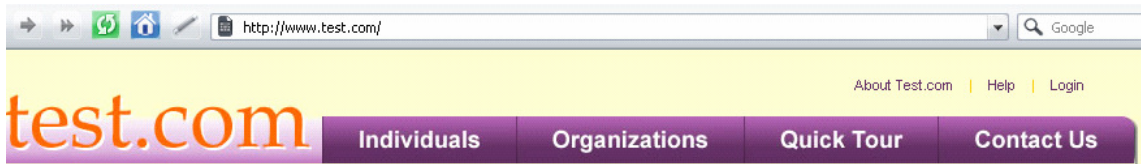
Your Address (Here we will send you your Certification):

At the title of your Email please write: CSOE - Certified Sarbanes Oxley Expert, Distance Learning

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 and click **Login** (on the right, above Contact Us)



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www.sarbanes-oxley-association.com



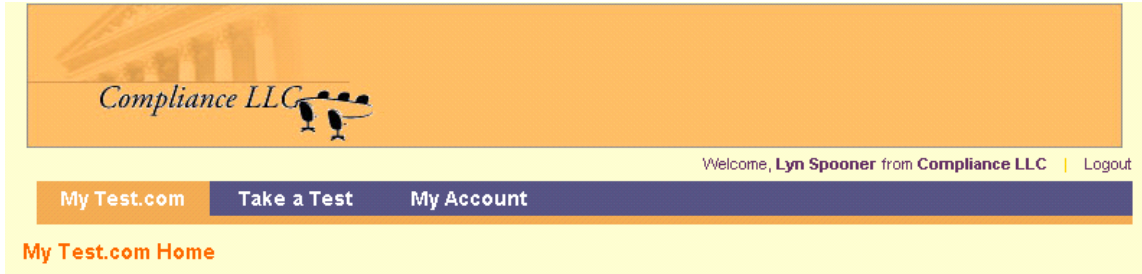
Step 4: Please use your Username, Password and Account information we have sent you to Login

Username:

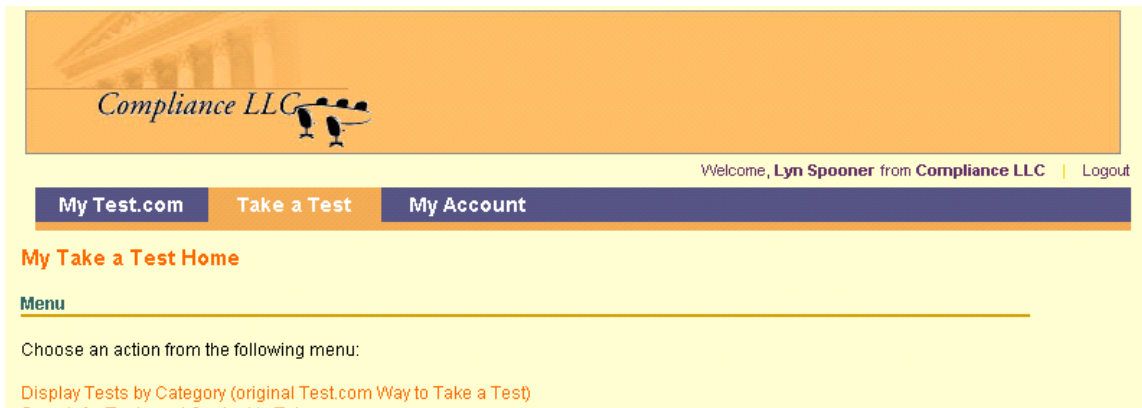
Password:

Account:

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)	<p>Test</p> <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>
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Step 8: Please click “Start Taking This Test”.
Good Luck

My Test.com	Take a Test	My Account	Manage
Take a Test - Start Taking a Test			
<u>Take a Test</u> You have chosen to take the following test.			
Name	Certified Sarbanes Oxley Expert (CSOE)		
Description	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)			
Questions	35 (number of test questions)		
Time Limit	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 at your address (provided by you in Step 1) your Certification.

Step 10: If you do not pass the exam

Study the course presentations 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 cost) a **third** 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, you will have (at no cost) a last opportunity to sit for the exam. **After one year**, you can use your Username, Password and Account information we have sent you.

For any information you may contact **Lyn Spooner** or **George Lekatis**

Lyn Spooner

lyn@ risk-compliance-association.com

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George Lekatis
President of the Sarbanes Oxley Compliance Professionals
Association (SOXCPA)
General Manager and Chief Compliance Consultant, Compliance LLC
1200 G Street NW Suite 800, Washington DC 20005, USA
Tel: (202) 449-9750
Email: lekatis@sarbanes-oxley-association.com
Web: www.sarbanes-oxley-association.com
HQ: 1220 N. Market Street Suite 804, Wilmington DE 19801, USA
Tel: +1 (302) 342-8828

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