CAP Reschedule Form

APPLICANT INFORMATION

Name of applicant_____

Job Title_____ Company Name_____

Preferred Mailing Address _____Home _____Office

Street_____

_____

City_____ State_____ Zip Code_____ Country_____

E-Mail _____ Telephone_____ Fax_____

EXAMINATION INFORMATION

Reschedule fee:

No fee	Electronic exam rescheduled with Prometric more than 48 hours in advance of exam date in US/Canada or 5 days in advance of exam date outside of US/Canada, or Level I, II, III private or special event paper/pencil exam scheduled more than 45 days prior to the exam date, within your nine (9) month eligibility period.
$125.00	Electronic exam at any location rescheduled without proper advance notice, Private or special event paper/pencil exam rescheduled less than 45 days prior to your private exam date, within your nine (9) month eligibility period.

Payment Method:

☐ American Express ☐ Master Card ☐ Visa ☐ Discover Card

Account No. _____ Expiration Date_____

Signature of Cardholder _____

☐ Check, Money Order or Certified Check (**Purchase Orders are not accepted**)

Applying for:

☐Electronic Exam (candidate will choose an exam date in the next available testing window after approval)

☐Private Exam Site Date:_____ City, State to Test:_____

(ISA cannot process your retest form without a date and location for private exam sites. If your company has not scheduled a new private exam date, or if you want to reschedule to a special event exam date, refer to www.isa.org/examschedule for information on taking the exam)

Old Test Date:_____ City, State:_____

I understand that my application on file with ISA is true and correct and will apply for this examination date.

_____ _____

Signature Date

Return form and payment to: ISA-CAP
PO Box 3561
Durham, NC 27702