



## Initial Certification Examination Cancellation Policy

Submission of the initial certifying examination application constitutes intent to sit for that year's examination. If a candidate applying for the ABOMP certifying examination chooses to cancel, there will be no refund of the examination fee.

If any of the following occurs, a candidate will forfeit the entire examination fee:

- Candidate registers for the examination with ABOMP and does not schedule the examination with Pearson VUE by the scheduling deadline date.
- Candidate cancels the examination or does not appear for the examination on the scheduled examination dates.
- Candidate arrives more than 15 minutes after the scheduled examination start time.

If a candidate cancels the examination due to personal illness, the examination fee will be refunded minus a \$100 administrative fee. This must be verified by the candidate's personal physician and supporting documentation must be submitted and received by ABOMP within 30 days of the examination dates. If the cancellation occurs within 48 hours of the examination dates, an additional \$400 Pearson VUE no-show fee will be withheld. Other extenuating circumstances will be considered on a case-by-case basis.

If you choose to cancel your examination, you must notify the ABOMP by email at [Amanda@ABPath.org](mailto:Amanda@ABPath.org). If you scheduled your exam appointments, you must also contact Pearson VUE or access your online Pearson VUE account to cancel both days of your exam.