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How and Where to Take MECP Exams

Taking an MECP exam is very easy. This tutorial explains all of the ways in which MECP exams are delivered. Please take a moment to read this section so you can select the most appropriate delivery method.

Prometric Testing Centers

MECP exams can be taken at over 1000 Prometric testing centers across North America. The exams are still supervised like the original MECP paper tests were, but because they are delivered electronically, **results are instantaneous** and participants who pass have their certificates in hand much faster than in the past. You must schedule your MECP exam directly through Prometric as they maintain seating availability and they also process your exam fees.

Click here to locate a Prometric testing site - <http://www.prometric.com/MECP/default.htm>

On this website, you can:

- **Locate** a test site in your area that offers appointment times for MECP testing.
- **Schedule** your appointment in real-time and receive immediate confirmation.
- **Reschedule or Cancel** your current appointment.
- **Confirm** your already scheduled appointment.

*Instructions: After clicking over to the Prometric website, you should first "**Locate a Testing Center.**" On the top of the next page, choose "**Locate a Test Site**". You will be asked to select which Country, then State or Province you live in and which MECP exam you wish to take, but it is not a commitment of taking the exam at this time, only to make sure the testing location you choose is able to deliver that particular MECP exam.*

Once you wish to schedule, you will be asked to sign in and, if you have not tested with Prometric before, you will need to create a test participant profile. This allows them to accurately track your records of scheduling, testing, and results so that MECP is able to capture a detailed record of your exam history to keep in our electronic database. When signing up for the profile, you will need an e-mail address so that Prometric can send you a password in the event you lose or forget the one you create for your account.

When you are finally ready to schedule your testing appointment, you will need to pay with a credit card or enter a valid test voucher number (if your employer uses pre-paid vouchers in lieu of test fees). All that is left is to show up to the test location at the scheduled time and take the exam. Be sure to bring 2 forms of valid (non expired) ID when you show up to test.

Alternatives to Testing at a Prometric Test Center

Although over 90% of MECP exams are delivered in the Prometric test centers, MECP also understands there are certain circumstances under which alternatives need to be available. If for some reason you can't test in a Prometric test center, you **may** have as many as 3 additional options.

Option #1

MECP exams can be taken at any one of the MECP-approved industry schools (e.g., Installer Institute, RITOP, Mobile Dynamics, Acoustic Edge, Snake Pit, Mobile Technical Training, Metro Auto Electronics, etc.). There are also a number of community colleges throughout the United States that offer courses in mobile and/or automotive electronics that proctor MECP exams. **In either case, the participant must contact the school directly to schedule an appointment for testing.**

Many of these schools are listed on the links page (<http://www.mecp.com/links.asp>) under "Educator Partners". Most are willing to accommodate professionals who are already employed in the industry if they have prior notice of your intent to take a MECP exam at their location. These schools have the option to charge the test participant the same price for delivering an MECP exam as is charged in Prometric testing centers since all you really need to do is show up and take the exam at the scheduled time.

The availability for scheduling times and dates will depend upon the school's own class schedules. You will have to contact the school individually to learn their availability for proctoring your MECP exam. Again, bring 2 forms of ID when you show up to test.

If you are not yet employed in the industry and plan to attend one of these schools for training, you will most likely be taking an MECP exam at that school using this option and the school arranges those details for you as part of your tuition package. If you are unsure of what is offered for MECP testing options while you will be at school, please contact the school directly for more information.

Option #2

Test participants already employed in the mobile electronics industry can also contact their local public library to see if there is availability for supervised test proctoring services. Not all libraries will be willing or able to do this, but many libraries can. The responsibility of locating the library and making the initial contact is placed on the test participant.

To be able to utilize a library testing format, the proctor must be able to provide (or have uninterrupted access to) **a computer with DSL or better internet access** and a quiet location in which to provide the exam.

Please follow these instructions:

- 1) The prospective tester must locate their preferred library in which to test. They can do this by logging on to www.publiclibraries.com and choose a library nearest to them or one they know to have proctoring capabilities. This may take several attempts depending on the library.

Military participants who qualify (serving outside of the US) must go to their education center on base and request proctoring services. MECP reserves the right to grant or deny any library testing requests as appropriate.

- 2) The prospective tester must contact the library or test location and ask if they could proctor an Internet-based, supervised exam. If they agree, the **contact person at the library (or test location) who will be supervising (proctoring) the exam must contact MECP** directly via e-mail at mecp@mecp.com. The prospective proctor must supply MECP with the following information:
 - Tester's Full Name, Mailing Address, Telephone Number, and e-mail address
 - Location where testing will take place
 - Proctor's Name, Contact Information, and Job Title
 - Level of MECP Exam the tester wishes to take

- 3) If the librarian agrees to proctor the exam when the tester first inquires, **the tester needs to send an e-mail request to mecp@mecp.com** with the following information:
 - Tester's Full Name, Mailing Address, Telephone Number, and e-mail address
 - Location where testing will take place
 - Proctor's Name and Telephone Number
 - Level of MECP Exam the tester wishes to take
 - Voucher Code for Prometric Test Center location (if applicable)

This information will allow MECP to verify which library or location they intend to use for the exam. MECP will then match the proctor request and the tester's request to verify the proctor and the exam are taking place in the same location. If they have an existing voucher intended for use in a Prometric test center, this will also allow MECP to issue the participant a library testing voucher in exchange for their existing Prometric test center voucher (if applicable).

- 5) Once the proctor has been authenticated, MECP notifies the proctor **and** tester via e-mail that they are ready to go. At that point, the tester needs to schedule a time and date for the exam with the librarian. If the library or proctor location charges any additional fees for the service of proctoring, those fees are the responsibility of the test participant. Normal MECP exam fees can be paid "on screen" with a credit card if there is no voucher being used.

Option #3

Test participants can contact their manufacturer's representative or a MECP Master Installation Technician who is authorized for proctoring MECP Exams. This is known as the "Field Rep Proctor" option. The responsibility of locating and arranging the proctor falls upon the test participant. Typically this is reserved for certain retailers or others in the industry that have accessibility to these field reps. Please follow these instructions:

- 1) The test participant must contact their manufacturer's rep, distributor, or a Master Installer that they know is a proctor. The proctor does not necessarily need to be doing business with the test participant, although this option is generally reserved for retailers who will be testing several of their employees.
- 2) As long as the field rep proctor agrees to proctor an MECP exam, there is no further action required but to schedule a time and date for the exam with the proctor. If the field rep proctor charges any additional fees for the service of proctoring (such as fuel, a meal, etc. related to the travel to your location), those fees are the responsibility of the test participant. Normal MECP exam fees can be paid "on screen" with a credit card if there is no voucher being used.
- 3) You can download a list of the current Rep and Industry Proctors by visiting this link – [MECP Proctor Listing](#).