

2016 Exam Schedule

ABC Exams are held at conferences of the ABC sponsors, the American Bankruptcy Institute (ABI) and the Commercial Law League of America (CLLA) in addition to other industry conferences. Please check the exam date you wish to register for:

	Date	City	Event/Location	Registration Deadline
☐	April 7, 2016	Chicago, IL	Chicago Spring Meeting The Westin on Michigan Avenue	3/17/2016
☐	April 14, 2016	Washington, D.C.	ABI 34 th Annual Spring Meeting JW Marriott Hotel	3/24/2016
☐	May 19, 2016	San Francisco, CA	NACBA's 24th Annual Convention Downtown Marriott Marquis	4/28/2016
☐	June 16, 2016	Lake Geneva, WI	ABI Central States Bankruptcy Workshop Grand Geneva Resort & Spa	5/26/2016
☐	July 14, 2016	Bretton Woods, NH	ABI Northeast Bankruptcy Conference Omni Mt. Washington Resort	6/23/2016
☐	July 21, 2016	Amelia Island, FL	ABI Southeast Bankruptcy Workshop The Ritz-Carlton, Amelia Island	6/30/2016
☐	August 4, 2016	Cambridge, MD	ABI Mid-Atlantic Bankruptcy Workshop Hyatt Regency Chesapeake Bar	7/14/2016
☐	September 8, 2016	Las Vegas, NV	ABI Southwest Bankruptcy Conference Four Seasons Las Vegas	8/18/2016
☐	October 26, 2016	San Francisco, CA	2016 Annual NCBJ Conference Downtown Marriott Marquis	10/5/2016
☐	December 1, 2016	Rancho Palos Verdes, CA	ABI Winter Leadership Conference Terranea Resort	11/10/2016

All exams begin at 9:00 unless otherwise noted.

This form and any applicable examination fees** must be received by the American Board of Certification (ABC) in order to sit for the exam. To be eligible to register for the exam, the initial [Short Form Application](#) must be completed and accompanied by the application fee. Applicants may take the exam before completing the Long Form Application. Details on exam composition and sample exams can be found on www.abcworld.org. Applicants must successfully complete all sections of the certification examination by December 31 of the year following the date ABC received the applicant's initial Short Form Application.

Exam Scores: Exam scores are issued approximately 3-5 months following a test date. Scores are issued by mail and may not be transmitted by fax or over the phone.

Deadlines and Walk-ins: For those who do not register by the deadline, walk-ins are permitted. If you plan to walk-in, we suggest that you call ABC to make sure there have been no changes in the exam schedule. Only confirmed registrations are guaranteed. ABC reserves the right to cancel a scheduled exam.

Cancellations: The ABC must receive notification of cancellation in writing at least 10 business days prior to the exam. Failure to provide this notification will result in the loss of one of the two pre-paid seatings. We suggest upon cancellation, you choose another site from the exam schedule. Notifications can be sent directly to the ABC by fax to (319) 363-0127 or by e-mail to assistantdirector@abcworld.org.

Exam in Office: Examinees may request to take the exam in their office for an additional in office fee of \$75 along with the exam fee of \$125. ABC will schedule for an exam proctor to come to your office.

To request an exam-in-office, this registration form along with the requested date must be received 20 business days prior to the requested exam date. Indicate the selected date below (holidays are excluded). ABC will issue written notice indicating if the request has been honored. There is a \$125 fee for cancellation if written notice of cancellation is received 5 business days prior to the exam date. If the exam is cancelled without a 3-business day notice, all exam fees are forfeited. No refunds are issued (in the event that an exam administrator cannot be located, the fee of \$75 will be returned). Exams will only be administered in office settings and cannot be administered in home offices. ABC is not responsible for locating sites for exam-in-office when one is not readily available.

*Deadline for guaranteed registration. Late registrations are accepted if accommodations are available.

**Fees: An exam fee of \$125 must accompany the exam registration. This fee is in addition to the application fee of \$495 that must be paid prior to sitting for the exam. If this is your second sitting no fee is required. If this will be your third or higher sitting for the exam, please enclose a fee of \$125.00. The exam fee is in addition to the application fee previously paid. Government employees receive a 50% discount on all fees except for exam-in-office fees.

Exam in Office

Please arrange for me to take the exam in my office. Enclosed is the in-office fee of \$75 and exam fee of \$125. I would like to take the exam on the following date:

Please provide 20 business days notice for scheduling.

Payment

___ Exam fee \$125 ___ Exam in Office \$75

Amount: _____

Check payable to American Board of Certification is enclosed.

Please bill my credit card (we accept Visa, MasterCard and American Express).

Account No. _____

Cardholder: _____ Exp. _____

Applicant's Name: _____ SSN: _____

Firm: _____

Address: _____

Phone: _____ Fax: _____ e-mail _____

If Paying by Credit Card (Visa, MasterCard, or American Express only):

Cardholder Name: _____

Credit Card# _____ Expiration Date: _____

Signature _____

Please register me for:

- Business Bankruptcy Law Exam
- Consumer Bankruptcy Law Exam
- Creditors' Rights Law Exam
- Consumer Sub-Specialty Section Only
- Business Sub-Specialty Only

Retakes:

- Multiple-Choice Exam (indicate type below)
____ Bankruptcy ____ Creditors' Rights
- Ethics Exam (indicate type below)
____ Bankruptcy ____ Creditors' Rights
- Business Sub-Specialty Section
- Consumer Sub-Specialty Exam
- Creditors' Rights Sub-Specialty Exam