

## Exam Details & Fees - 2024

Examinations are composed of objective multiple-choice questions. The number of questions on each exam is noted below. Pretest questions are randomly distributed throughout the examination and do not count towards or against a candidate's score as they are being evaluated to determine if they perform well enough statistically to be introduced as scored items on a future exam. Only scored items count towards a candidate's final score. Once the application has been received and eligibility is verified, the candidate will receive an email confirmation from [support@ptcny.com](mailto:support@ptcny.com) at the candidate's email address shown on the application.

Examination	Application Fee	# of Scored Items on Exam	# of Additional Pre-test Items	Time Limit to Complete Exam
Certified Paraoptometric (CPO)	\$290	100	20	1.5 hours
Certified Paraoptometric Assistant (CPOA)	\$310	200	20	2.5 hours
Certified Paraoptometric Technician Written (CPOT)	\$310	225	25	2.5 hours
Certified Paraoptometric Technician Clinical (CPOT)	\$310	100	11	2 hours
Certified Paraoptometric Coder (CPOC)	\$290	125	0	2 hours
Late Application	\$50	Late fee is charged in addition to the exam application fee when application is submitted between the first application deadline and the late application deadline. This fee is <i>non-refundable</i> .		
Administrative Fee**	\$100	This portion of the exam fee is <i>non-refundable</i> .		
Application Transfer Fee	\$200	Applies when candidate requests to transfer to another testing period or is required to transfer to the next available testing period for failing to meet RPT requirements. See pages 19-22 for transfer and rescheduling information. A new application and fee must be submitted to PTC.		
Rescheduling Fee	\$50	Applies to candidates who need to move their appointment within their current testing period. (5-29 days prior to scheduled appointment) See pages 23-24. Payable directly to Prometric. Appointments may be rescheduled with Prometric online or by phone.		

## Exam Fees & Refunds

- Examination fee must be made at the time of application by debit or credit card. **No checks accepted.**
- Examination fees are non-transferable among candidates.
- Refunds may be issued in cases of medical or family emergencies, or other special circumstances on a case-by-case basis as determined by the CPC. Documentation may be requested.
- Requests must be received in writing at [cpc@aoa.org](mailto:cpc@aoa.org) prior to the start of the testing period for which the candidate has applied. **Once the testing period has begun, no refunds will be approved.**
- Should your request for a refund be approved, the administrative fee\*\* portion of the examination application fee (\$100) is non-refundable. The late application fee (\$50) is also non-refundable.
- If approved by CPC, refunds will be processed by Professional Testing Corporation within approximately three (3) weeks of the close of the testing period.
- No refunds will be issued for applying for the incorrect examination or testing period, for failing to make an examination appointment, or for failing to appear at your scheduled appointment.
- Ineligible candidates will be refunded their fees minus the administrative fee. Verify that you meet the eligibility criteria found on pages 14-15 of this handbook before applying.