NLN Pre-Admission (PAX) Registration for Proctorio Hy-flex

Step # 1 – Registration URL: Campbellsville University-Harrodsburg
https://ondemand.questionmark.com/home/405669/user/register/site/5ea20f23700f4

Use link above or visit www.nlnetest.org

- Username: (Please note: the NLN recommends using your email address as your username)
- Email Address: (Please note: the NLN recommends using your school email address)

Please verify that your college is listed as your Membership

- First and Last Name
- Date of Birth
- City, State and Phone
- Click on Create New Account
You will receive an email from 405669. Click on the link provided in the email. It will then direct you to create your password – click Login.

- Enter your new password
- Change your time zone to your local time
- Click Save

Already have an account – Simply log in using your username and password. *(Note: If you attempt to log into your account with the incorrect password more than 5 times your account will be locked for 15 minutes, and you will need to request a new password.)*

Already have an account but forgot password- Click on request new password on the landing page. An email will be sent to you with a link. Click the link within your email and reset password.
Step # 2 - Register for Student paid exams

- Go to the top of the page and select “Buy Exam”.

- On the Left hand side you will see “Search Catalog” Scroll down and put a check mark in the box next to “PAX” and click apply.
• Choose **H-PAX-1** and click on add to cart

![Image of H-PAX-1 search result with 'Add to cart' button highlighted]

• Verify that your Pre-Admission exam has been added to your cart

![Image showing the message 'Pre-Admission Exam for HyFlex added to your cart']

• Top right hand corner Click on “Red shopping cart”

![Image of shopping cart icon]
- The payment screen will automatically populate

- Verify the quantity

- Update your cart

- Check out
• Skip the voucher information

• Click on continue to next step verify the information

• Click on continue to next step

• Fill out the credit card information

• Accept the terms and conditions and click continue
Step # 4 - VERIFY THE EXAM IS IN YOUR ACCOUNT

- After you have completed your payment, click on the “MY ASSESSMENTS Tab” at the top of the page.

- Listed here you will see your upcoming exam information.

- When you are ready to take your exam, you can click on the play button. **DO NOT** click on the play button unless you are ready to take your exam.