

## MEMO

**DATE:** February 24, 2015

**TO:** Member Board Administrators and Testing Services

**FROM:** Jerry Carter, Chief Executive Officer

**RE:** Transition of PS Exam to Computer-Based Testing

The Board of Directors met on February 20–21, 2015, and reviewed a recommendation from the Committee on Examinations for Professional Surveyors (EPS) to transition the PS exam from pencil-and-paper format to computer-based testing (CBT) format. This is a “heads-up” notification and not the 1-year notice required by NCEES Exam Development Policy 9 regarding changes in exam administration procedures or format. Additional information will be communicated later this year.

- The April 2016 exam administration will be the last PS exam offered in pencil-and-paper format.
- Registration for the computer-based PS exam will begin in mid-2016. More details will be made available at a later date.
- The first available appointments for the PS exam in CBT format will begin October 1, 2016.
- Approvals for PS examinees will be needed year-round, similar to FE and FS examinees.
- The PS exam will be delivered in the same windows as the FS and FE exams.
- Computer-based PS exams will be administered only at approved Pearson VUE testing centers.
- Candidates for a computer-based exam may take the exam only one time per testing window and no more than three times in a 12-month period.
- Effective with the opening of registration in mid-2016, candidates registering to take the PS exam will be required to pay NCEES directly for all exam-related fees. This will be included as a part of the online registration process.
- The PS exam will have 85 operational (scored) items and 15 pretest (nonscored) items with an appointment time of 7 hours, which will include a tutorial, breaks, the exam, and a brief survey at the conclusion of the exam.
- The PS exam will remain closed-book. An electronic supplied reference will be delivered with the exam. No other reference material will be allowed at the test center.
- Examinees will be allowed to bring and use NCEES-approved calculators on computer-based exams.
- A computer-based PS practice exam will be available for purchase after the April 2016 exam administration.

If we can provide additional information or respond to any questions, please let me know ([jcarter@ncees.org](mailto:jcarter@ncees.org)).

**C: NCEES Board of Directors**  
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