



Cisco Certification Tracking System User Guide

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1. Log in

How to Log in (Existing Users)

To log in to the Certification Tracking System, please click the following link: <https://cp.certmetrics.com/cisco/en/login>

- 1) Log in with your Cisco.com ID
- 2) Click on “Next”

NOTE:

If you need to change or add a new Cisco Id to your Certification Tracking System account. Please open a case with Online Support to map your profile.



The screenshot shows the Cisco login page. At the top, there is a Cisco logo and a language selector showing 'US' and 'EN'. The main heading is 'Log in'. Below it is an 'Email' input field with a placeholder '.com'. A blue 'Next' button is positioned below the email field. At the bottom, there are links for 'Unlock account?', 'Forgot email address?', 'Help', and 'Don't have an account? Sign up'.

- 4) Enter Password
- 5) Click on “Log in”



The screenshot shows the second step of the Cisco login process. It includes a '< Back' link at the top left. The main heading is 'Log in'. Below it are 'Email' and 'Password' input fields. The email field contains the text '89.homer.simpson@gmail.com' and the password field contains masked characters '.....'. A blue 'Log in' button is positioned below the password field. At the bottom, there are links for 'Forgot password?', 'Unlock account?', 'Help', and 'Don't have an account? Sign up'.

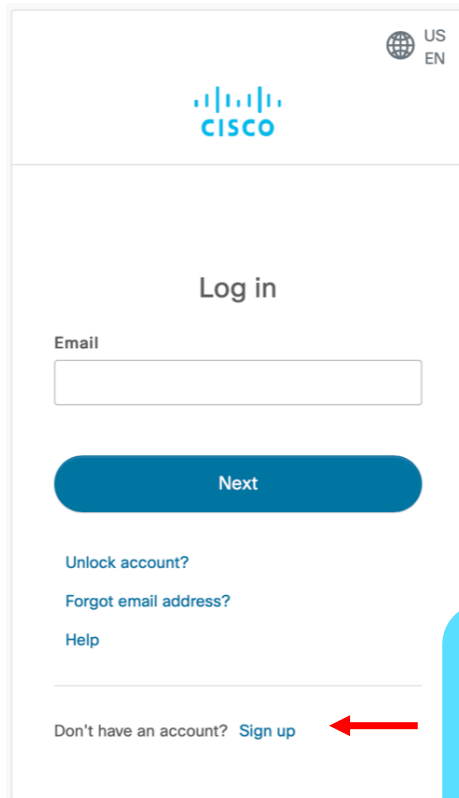
First Time Login

NOTE:

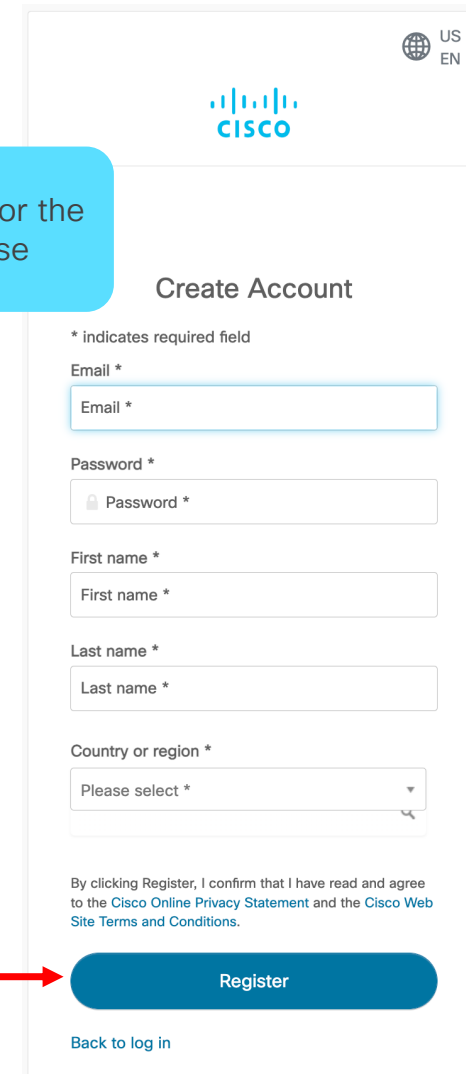
If you are logging into the Certification Tracking System for the first time and do not have a Cisco.com ID created. Please follow the instructions below to set up an account.

To log in to the Certification Tracking System, please click the following link: <https://cp.certmetrics.com/cisco/en/login>

- 1) Click on "Sign up"
- 2) Create Account - Fill in all required fields
- 3) Click on "Register"

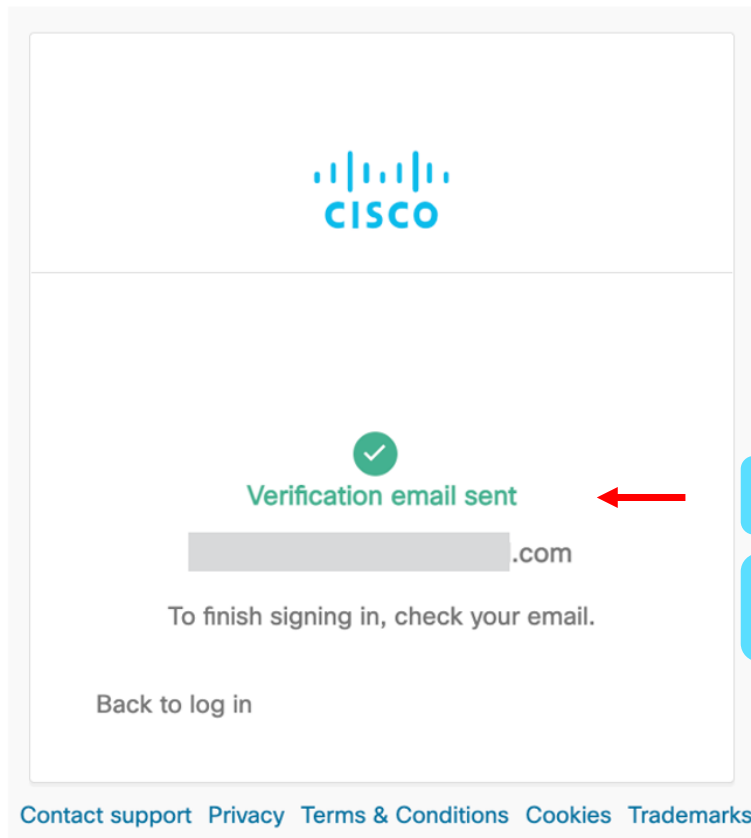


The login page features the Cisco logo and a language selector (US/EN) in the top right. The main heading is "Log in". Below it is an "Email" input field and a blue "Next" button. At the bottom, there are links for "Unlock account?", "Forgot email address?", and "Help". A red arrow points to the "Sign up" link, which is part of the text "Don't have an account? Sign up".



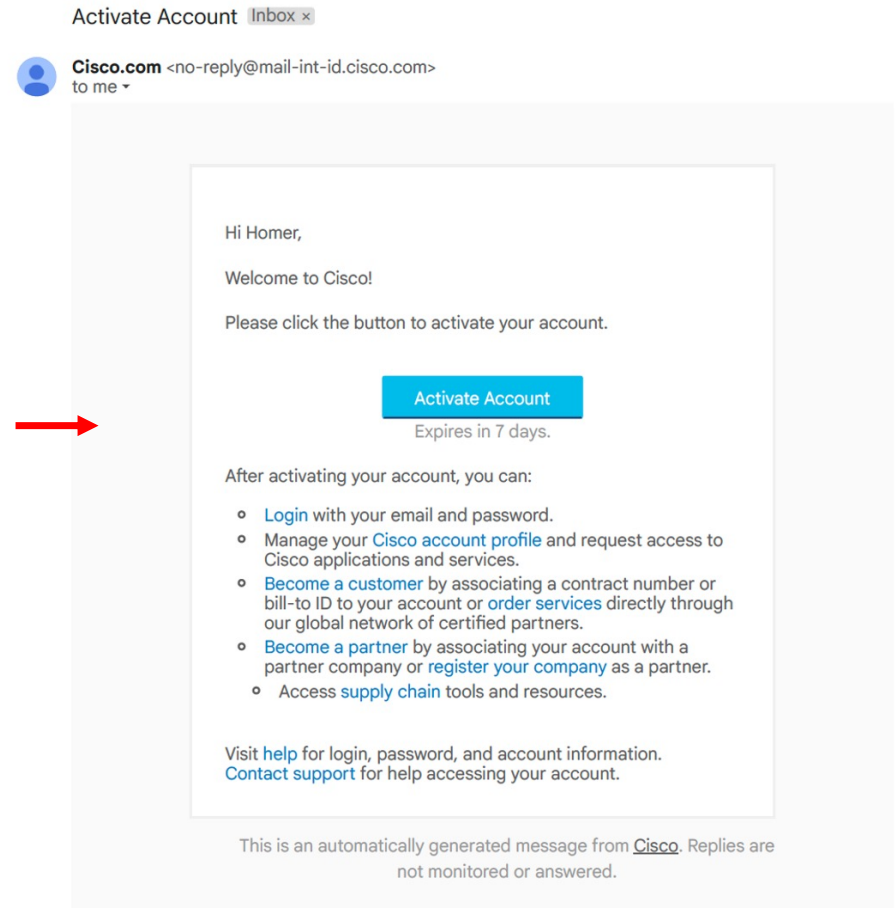
The "Create Account" page includes the Cisco logo and a language selector (US/EN) in the top right. It lists required fields with asterisks: Email, Password, First name, Last name, and Country or region. Each field has a corresponding input box. A note states "* indicates required field". Below the fields is a checkbox area with the text: "By clicking Register, I confirm that I have read and agree to the Cisco Online Privacy Statement and the Cisco Web Site Terms and Conditions." A blue "Register" button is at the bottom, with a "Back to log in" link below it. A red arrow points to the "Register" button.

First Time Login



4) Verification email sent

5) Click on "Activate Account" found in your email inbox.



After Account Mapping Completion

The screenshot shows the Cisco login interface. At the top, the Cisco logo is displayed. Below it, a green checkmark icon is followed by the text 'Verification email sent' and a redacted email address ending in '.com'. Below this, it says 'To finish signing in, check your email.' At the bottom of the main content area, there is a link that says 'Back to log in'. To the right of this main content area is a sidebar with the Cisco logo, a language selector (US/EN), and a 'Log in' button. Below the 'Log in' button is an email input field with a redacted address and a 'Next' button. Further down are links for 'Unlock account?', 'Forgot email address?', and 'Help'. At the very bottom of the sidebar is a link for 'Don't have an account? Sign up'.

6) You can click on “Back to log in” to re-log into the Certification Tracking System

7) Or log into the Certification Tracking System, by clicking on the following link: <https://cp.certmetrics.com/cisco/en/login>

After Account Mapping Completion

NOTE:

Candidates accessing the Certification Tracking System for the first time and have made a test appointment with Pearson VUE prior to September 27, 2022, and never logged into the Certification Tracking System. Please open a case with Online Support to map your profile.

You will be prompted to update all required fields (mailing address & and settings).



My Addresses

Mailing Address (Certification fulfillment cannot be sent to P.O. Box)

Country *
United States

Address *
123 Any Street

Address (cont.)

Address (cont.)

City *
San Francisco

State/Province *
California

Settings

Email Notifications *

Would you like to receive emails about Cisco training, certifications, services, special offerings, and events?

☒ No

☐ Yes

UPDATE

CISCO

HOME

Dashboard

PERSONAL INFO

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

TRANSCRIPTS & DIGITAL BADGES

USER GUIDE

Dashboard

Ready, Set, Test

Your certification or licensure exam is the start of something great. With a seamless testing experience, you're one step closer to delivering on the promise of your profession

Schedule an Exam



The home screen will look like this once all required fields have been updated/completed.

2. Confirm Personal Information

Update Personal Information (First Time Log in)

1) Required Information:
“Mailing Address”

2) Update the “Required*”
information

3) Click on “Update Address”

The screenshot shows a web interface for updating personal information. At the top, there is a red header bar with a hamburger menu icon and the text 'Required Information' on the left, and the user name 'JOHN DOE' on the right. Below the header, the main content area is titled 'Required Information'. A blue step indicator '1' is followed by the text 'Mailing Address (Certification fulfillment cannot be sent to P.O. Box)'. The form contains several input fields with red error messages: 'Country *' with 'Country is required', 'Address *' with 'Address is required', 'Address (cont.)', 'Address (cont.)', 'City *' with 'City is required', 'State/Province *' with 'State/Province is required', 'Zip/Postal Code *' with 'Zip/Postal Code is required', and 'Phone *' with 'Phone number is required'. There is also a 'Fax' field and a checkbox labeled 'This is a Business Address'. At the bottom right, there is a blue button with a circular arrow icon and the text 'UPDATE ADDRESS'.

Update Personal Information (First Time Log in)

1) Required Information:
“Settings”

2) Update the “Required*”
information

3) Click on “Update”

Required Information

JOHN DOE

1 Mailing Address (Certification fulfillment cannot be sent to P.O. Box)

2 Settings

Email Notifications *

Would you like to receive emails about Cisco training, certifications, services, special offerings, and events?

☐ No
☐ Yes

UPDATE

Verification of Certification *

Please refer to the Certification and Confidentiality Agreement with respect to Cisco's permitted disclosures of Certification information. In that Agreement, you agreed that Cisco (including third parties who process data on behalf of Cisco) may provide information verifying your Certification status to others (see, Section 4 "Verification of Certification"). In your agreement, Cisco is not liable for the information provided. Such requests may come directly from a third party or from you. By clicking "Yes" you are confirming your consent to allow such disclosures. Clicking "No" indicates you do not wish Cisco to make these disclosures in the future. Nothing limits Cisco's ability to make disclosures as otherwise permitted in the Certification and Confidentiality Agreement.

☐ No
☐ Yes

UPDATE

Update Personal Information (Company)

1) Click on “Personal Info”

2) Click on “My Information”

The screenshot shows the Cisco My Information page. On the left is a dark blue navigation menu with the Cisco logo at the top. The menu items are: HOME, PERSONAL INFO (expanded), My Information (selected), Addresses, Options, Settings, SCHEDULE, TESTING HISTORY, CERTIFICATIONS, BENEFITS, TRANSCRIPTS & DIGITAL BADGES, CCIE LAB SCHEDULER, and USER GUIDE. On the right, the main content area has a red header bar with the text "My Information" and a user profile "JOHN DOE". Below this is a "Notifications" section with two bullet points. The "Personal Information" section contains four input fields: First Name (John), Last Name (Doe), Email Address* (CSCO10000000@gmail.com), and Company Name (Pearson). A blue "UPDATE INFORMATION" button is at the bottom left of the form.

My Information

JOHN DOE

Notifications

- All notifications are sent to the primary email address automatically imported from your Cisco.com account. It is the candidate's responsibility to keep the primary email information current and correct. Cisco is not responsible for missed notifications due to incorrect email address information. To update your primary email address, please create a new Cisco.com id and open a case with [Certifications Online Support](#) to map the new Cisco.com account to your existing profile.
- Your Certification Tracking System account must reflect your legal name (Government issued ID). If your name requires updating, please open a case with [Certifications Online Support](#)

Personal Information

First Name
John

Last Name
Doe

Email Address*
CSCO10000000@gmail.com

Company Name
Pearson

UPDATE INFORMATION

3) Update “Company Name”

4) Click on “Update Information”

Update Existing Personal Information (Address)

1) Click on “Personal Info”

2) Click on “Addresses”

3) Update the “Required*” information

CISCO

HOME

PERSONAL INFO

My Information

Addresses

Options

Settings

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

BENEFITS

TRANSCRIPTS & DIGITAL BADGES

CCIE LAB SCHEDULER

USER GUIDE

My Addresses

JOHN DOE

Mailing Address (Certification fulfillment cannot be sent to P.O. Box)

Country*

United States

X

Address*

123 Any Street

14/256

Address (cont.)

0/256

Address (cont.)

0/256

City*

Cor City

8/256

State/Province*

North Carolina

X

14/256

Zip/Postal Code*

12345

5/15

Phone*

808-222-2222

12/90

Fax

0/90

☐ This is a Business Address

UPDATE ADDRESS

4) Click on “Update Address”

CISCO


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Review External IDs: Cisco.com, CSCO, Credly, & VUE

1) Click on “Personal Info”

2) Click on “My Information”

3) External ID’s



HOME

PERSONAL INFO

My Information

Addresses

Settings

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

TRANSCRIPTS & DIGITAL BADGES

USER GUIDE

My Information

JOHN DOE

Notifications

All notifications are sent to the primary email address automatically imported from your Cisco.com account. It is the candidate's responsibility to keep the primary email information current and correct. Cisco is not responsible for missed notifications due to incorrect email address information. To update your primary email address, please create a new Cisco.com id and open a case with [Certifications Online Support](#) to map the new Cisco.com account to your existing profile.

Personal Information

First Name

John

Last Name

Doe

Email Address

89.homer.simpson@gmail.com

Company Name

UPDATE INFORMATION

External IDs

CISCO SYSTEMS, INC.

00u4b1pxaotXZShXo1d7

CERTMETRICS


CSCO10000000

CREDLY (ACCLAIM) BADGING

Id-10214257

VUE

226754252



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Public

Update Personal Information (Settings)

1) Click on “Personal Info”

2) Click on “Settings”

3) Update the “Required^{*}” information

Settings

JOHN DOE

PERSONAL INFO

My Information

Addresses

Settings

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

BENEFITS

TRANSCRIPTS & DIGITAL BADGES

[CCIE LAB SCHEDULER](#)

[USER GUIDE](#)

Email Notifications ^{*}

Would you like to receive emails about Cisco training, certifications, services, special offerings, and events?

☒ No

☐ Yes

UPDATE

Verification of Certification ^{*}

Please refer to the Certification and Confidentiality Agreement with respect to Cisco's permitted disclosures of Certification information. In that Agreement, you agreed that Cisco (including third parties who process data on behalf of Cisco) may provide information verifying your Certification status to others (see, Section 4 "Verification of Certification"). In your agreement, Cisco is not liable for the information provided. Such requests may come directly from a third party or from you. By clicking "Yes" you are confirming your consent to allow such disclosures. Clicking "No" indicates you do not wish Cisco to make these disclosures in the future. Nothing limits Cisco's ability to make disclosures as otherwise permitted in the Certification and Confidentiality Agreement.

☐ No

☒ Yes

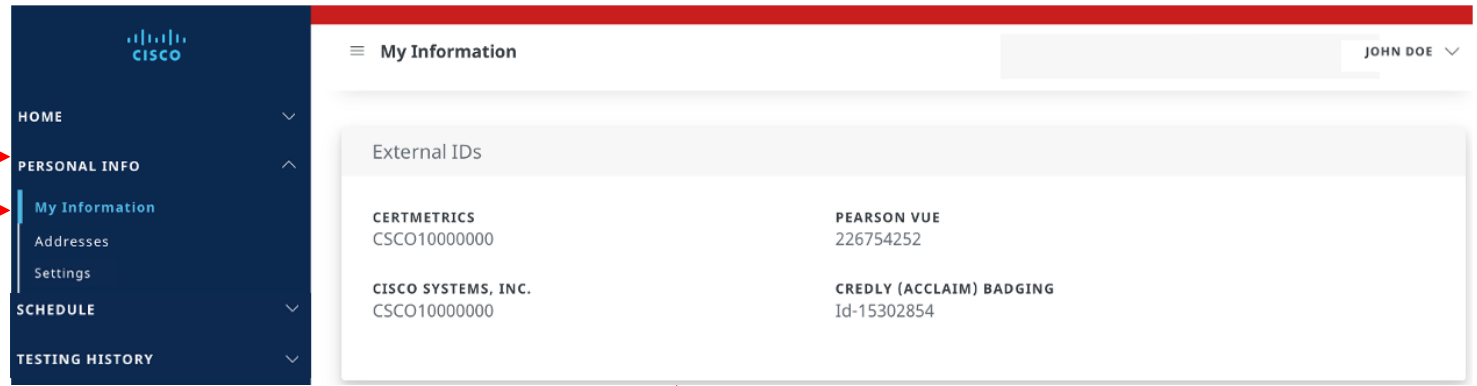
UPDATE

4) Click on “Update”

Review External IDs: Cisco.com, CSCO, Credly, & VUE

1) Click on “Personal Info”

2) Click on “My Information”



The screenshot shows the Cisco My Information page. The left sidebar contains a navigation menu with the following items: HOME, PERSONAL INFO (expanded), My Information (selected), Addresses, Settings, SCHEDULE, and TESTING HISTORY. The main content area is titled "My Information" and displays a section for "External IDs". This section contains a table with the following data:

External IDs	
CERTMETRICS CSCO10000000	PEARSON VUE 226754252
CISCO SYSTEMS, INC. CSCO10000000	CREDLY (ACCLAIM) BADGING Id-15302854

3) Scroll to the bottom of the page

Update Job Title

The screenshot shows the 'Settings' page of the Cisco CCIE Lab Scheduler. The left sidebar contains a navigation menu with the following items: HOME, PERSONAL INFO (expanded), My Information, Addresses, Settings (highlighted), SCHEDULE, TESTING HISTORY, CERTIFICATIONS, BENEFITS, TRANSCRIPTS & DIGITAL BADGES, and CCIE LAB SCHEDULER. The main content area is titled 'Settings' and shows a table of user attributes. The 'Attributes' tab is selected. The table has two columns: 'Attribute' and 'Value'. The 'Job Title' attribute is highlighted with a red arrow pointing to it from the instruction '4) Update or add "Job Title"'. The 'Job Title' value is 'Manager'. Below the table is a blue 'UPDATE' button. A red arrow points from the instruction '5) Click on "Update"' to the 'UPDATE' button. Another red arrow points from the instruction '3) Scroll to the "Attributes" at the bottom of the page' to the 'Attributes' tab. A red arrow points from the instruction '2) Click on "Settings"' to the 'Settings' link in the sidebar. A red arrow points from the instruction '1) Click on "Personal Info"' to the 'PERSONAL INFO' link in the sidebar.

1) Click on "Personal Info"

2) Click on "Settings"

3) Scroll to the "Attributes" at the bottom of the page

4) Update or add "Job Title"

5) Click on "Update"

3. Landing Page

Landing Page (Announcements, Recent Activity, Upcoming Expirations)

1) Click on “Dashboard”

2) Announcements

The screenshot shows the Cisco dashboard landing page. On the left is a dark blue sidebar with the Cisco logo at the top. Below the logo are menu items: HOME, Dashboard (highlighted with a blue bar), PERSONAL INFO, SCHEDULE, TESTING HISTORY, CERTIFICATIONS, BENEFITS, TRANSCRIPTS & DIGITAL BADGES, CCIE LAB SCHEDULER (with an external link icon), and USER GUIDE (with an external link icon). Two red arrows point from the text boxes on the left to the 'Dashboard' menu item and the 'Announcements' section header. The main content area has a red header bar with a hamburger menu icon, the word 'Dashboard', and a user profile 'JOHN DOE' with a dropdown arrow. Below this is a large hero section with a dark blue background, a photo of a man with a laptop, and the text 'Ready, Set, Test'. It includes a paragraph about certification exams and a 'Schedule an Exam' button. Below the hero section is an 'Announcements' section with a 'VIEW ALL' link and three announcement cards. The first card is dated 2025-02-07 and titled 'Rev Up to Recert: AI'. The second card is dated 2025-01-24 and titled 'CCNA Prep - Season 2'. The third card is dated 2022-09-27 and titled 'Cisco Learning Network: Your Go-To Cert Community'.

Dashboard JOHN DOE ▾

Ready, Set, Test

Your certification or licensure exam is the start of something great. With a seamless testing experience, you're one step closer to delivering on the promise of your profession

[Schedule an Exam](#)

Announcements [VIEW ALL](#) < >

2025-02-07

Rev Up to Recert: AI

Learn and earn 34 Continuing Education credits for free until March 24, 2025.

2025-01-24

CCNA Prep - Season 2

Your ultimate self-study resources


2022-09-27

Cisco Learning Network: Your Go-To Cert Community

Landing Page (Announcements, Recent Activity, Upcoming Expirations)

3) Recent Activity

4) Upcoming Expirations



HOME ^

Dashboard

PERSONAL INFO v


SCHEDULE v


TESTING HISTORY v

CERTIFICATIONS v

BENEFITS v

TRANSCRIPTS & DIGITAL BADGES v

CCIE LAB SCHEDULER 

USER GUIDE 

Dashboard

Recent Activity

Upcoming Expirations

2025-02-07

Recertified

[CCNA](#)

Credential

2025-02-07

Active

[Cisco Certified Design Expert Specialist - Workforce Mobility](#)

Credential

2025-02-07

Active

[Cisco Certified Design Expert - Workforce Mobility](#)

Credential Requirement

2025-01-16

Fail

[Cisco Small and Medium Business Engineer \(SMBE\)](#)

Exam


2024-10-30

Fail

[Cisco Certified Support Technician Cybersecurity \(CCST Cybersecurity\)](#)

Exam

No Upcoming Expirations



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Cisco Public

4. Review Certification Progress & Certification Agreement

Certification Status View (Page Layout)

1) Click on "Certifications"

2) Click on "Cert Status & Download PDF"

CISCO

HOME

PERSONAL INFO

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

Cert Status & Download PDF

Agreement

Continuing Education Progress

Download Logos

Certificates & Plaques

BENEFITS

TRANSCRIPTS & DIGITAL BADGES

CCIE LAB SCHEDULER

USER GUIDE

Credential Status

JOHN DOE

Retired Certification Tracks: No new certifications will be granted, and no existing certifications will be extended. Agreements will be accepted to complete initial certification logic.

Certification Date is reflected in the following format (YYYY-MM-DD)

Q Search

☰

SORT BY

Name

Name Abbreviation

Group Name

Status

Active date

Expire date

Items per page: 25

1-2 / 2

Active

SPECIALIST CERTIFICATIONS

Cisco Certified Design Expert Specialist - Workforce Mobility

CCDES - WMO

ACTIVE DATE 2025-02-07

EXPIRE DATE 2028-02-07

VIEW MORE

Active

GENERAL CERTIFICATIONS - ASSOCIATE

CCNA

CCNA

ACTIVE DATE 2023-03-19

EXPIRE DATE 2028-02-07

VIEW MORE

Name	Name Abbreviation	Group Name	Status	Active date	Expire date	
Cisco Certified Design Expert Specialist - Workforce Mobility	CCDES - WMO	Specialist Certifications	Active	2025-02-07	2028-02-07	🔗
CCNA	CCNA	General Certifications - Associate	Active	2023-03-19	2028-02-07	🔗

3) View as a list or tiles by clicking on the toggle icon

How to Review Certification Status

CISCO

HOME

PERSONAL INFO

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

Cert Status & Download PDF

Agreement

Continuing Education Progress

Download Logos

Certificates & Plaques

BENEFITS

TRANSCRIPTS & DIGITAL BADGES

CCIE LAB SCHEDULER

USER GUIDE

Credential Status

JOHN DOE

Retired Certification Tracks: No new certifications will be granted, and no existing certifications will be extended. Agreements will be accepted to complete initial certification logic.

Certification Date is reflected in the following format (YYYY-MM-DD)

Q Search

SORT BY

Name

Name Abbreviation

Group Name

Status

Active date

Expire date

Items per page: 25

1-2 / 2

Active

SPECIALIST CERTIFICATIONS

Cisco Certified Design Expert Specialist - Workforce Mobility

CCDES - WMO

ACTIVE DATE 2025-02-07

EXPIRE DATE 2028-02-07

VIEW MORE

Active

GENERAL CERTIFICATIONS - ASSOCIATE

CCNA

CCNA

ACTIVE DATE 2023-03-19

EXPIRE DATE 2028-02-07

VIEW MORE

4) Click on the appropriate certification to "View More" details

5) After selection, this screen will appear

CISCO

HOME

PERSONAL INFO

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

Cert Status & Download PDF

Agreement

Download Logos

Certificates & Plaques

TRANSCRIPTS & DIGITAL BADGES

USER GUIDE

Credential Status

JOHN DOE

CCIE Certification - Enterprise Infrastructure

GO BACK

DOWNLOAD LOGO

DOWNLOAD CERTIFICATE

STATUS

Active

STARTED DATE

—

ACTIVE DATE

1995-11-20

EXPIRE DATE

2024-06-30

LAST EXTENSION DATE

2019-09-28

History

2019-09-28

Manually extended credential

EXTENSION

2019-09-28

NEW EXPIRES

2024-06-30

1995-11-20

Manually granted credential

TYPE

Manually extended credential

CISCO

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Certification History and Exam Agreement

1) Click on "Certifications"

2) Click on "Agreement"

4) Click on "View latest agreement" or "Sign latest agreement"

3) Click on "View More" to see agreement details

5) After selection, this screen will appear

The screenshot shows the Cisco Certifications Agreement page. The left sidebar contains the following menu items: HOME, PERSONAL INFO, SCHEDULE, TESTING HISTORY, CERTIFICATIONS (expanded), Cert Status & Download PDF, Agreement (selected), Download Logos, Certificates & Plaques, TRANSCRIPTS & DIGITAL BADGES, and USER GUIDE. The main content area displays the 'Credentials Agreement' section with a message: 'You've already signed the latest agreement.' Below this, there are two 'CREDENTIAL AGREEMENT' cards. Each card shows the title 'Cisco Certification and Confidentiality Agreement', the 'ACTIVE DATE' (2006-06-20 and 2022-09-02 respectively), and the 'EXPIRE DATE' (Never). A 'VIEW MORE >' link is present at the bottom of each card. The bottom card also has a 'GO BACK' link. The top right of the page shows the user's name 'JOHN DOE'.

CREDENTIAL AGREEMENT	
Cisco Certification and Confidentiality Agreement	
ACTIVE DATE	2006-06-20
EXPIRE DATE	Never
VIEW MORE >	

CREDENTIAL AGREEMENT	
Cisco Certification and Confidentiality Agreement	
ACTIVE DATE	2022-09-02
EXPIRE DATE	Never
VIEW MORE >	

Cisco Certification and Confidentiality Agreement	
GO BACK	
ACTIVE DATE	2022-09-02
EXPIRE DATE	—
UPDATED	2022-09-02
REVIEW STATE	N/A
INVALID	0
NOTES	—

5. Review Continuing Education

Review Continuing Education Credit

1) Click on “Certifications”

2) Click on “Cert Status & Download PDF”

The screenshot shows the Cisco My Cisco portal interface. On the left is a dark blue navigation sidebar with the Cisco logo at the top. The sidebar menu includes: HOME, PERSONAL INFO, SCHEDULE, TESTING HISTORY, CERTIFICATIONS (highlighted with a red arrow), Cert Status & Download PDF (highlighted with a red arrow), Agreement, Download Logos, Certificates & Plaques, TRANSCRIPTS & DIGITAL BADGES, and USER GUIDE. The main content area is titled 'Credential Status' and shows a 'Retired Certification Tracks' notice. Below this is a search bar and a list of active certifications. One certification, 'CCNP Enterprise', is highlighted with a red arrow pointing to its 'VIEW MORE' link. This link leads to a detailed 'Credential Status' page. This page lists various Cisco courses with checkboxes, such as '[300-715] Implementing and Configuring Cisco Identity Services Engine (SISE)'. At the bottom of this page, it shows completion statistics: '1.2.2 - Required: 40 Completed: 40' and '1.3 - Required: 80 Completed: 53', both with 'Cisco CE Credits' links.

3) Click on “View More”

4) After selection, this screen will appear

5) Scroll down to “Cisco CE Credits”

Review Continuing Education Credit

☰ Credential Status

- [300-715] Implementing and Configuring Cisco Identity Services Engine (SISE)
- [300-720] Securing Email with Cisco Email Security Appliance (SESA)
- [300-725] Securing the Web with Cisco Web Security Appliance (WSA)
- [300-730] Implementing Secure Solutions with Virtual Private Networks (VPN)
- [300-735] Automating and Programming Cisco Security Solutions (SAUTO)
- [300-810] Implementing Cisco Collaboration Applications (CLICA)
- [300-815] Implementing Cisco Advanced Call Control and Mobility Services (CLACCM)
- [300-820] Implementing Cisco Collaboration Cloud and Edge Solutions (CLCEI)
- [300-825] Implementing Cisco Collaboration Conferencing v1.0 (CLCNF)
- [300-835] Automating Cisco Collaboration Solutions (CLAUTO)
- [300-910] Implementing DevOps Solutions and Practices using Cisco Platforms (DEVOPS)
- [300-915] Developing Solutions using Cisco IoT & Edge Platforms (DEVIOT)
- [300-920] Developing Applications for Cisco Webex and Webex Devices (DEVWBX)
- [600-660] Implementing Cisco Application Centric Infrastructure - Advanced (DCACIA)

📁 1.2.2 - Required: 40 Completed: 40

Completed: 43

🟢 Cisco CE Credits ⓘ ← 6) Click on “i”

📁 1.3 - Required: 80 Completed: 53

Completed: 53

🟢 Cisco CE Credits ⓘ

Cisco CE Credits
Active: 2022-08-01 Expires: 2025-08-01 Points: 5
Active: 2022-08-01 Expires: 2025-08-01 Points: 5
Active: 2022-08-01 Expires: 2025-08-01 Points: 5
Active: 2022-08-01 Expires: 2025-08-01 Points: 5
Active: 2022-08-01 Expires: 2025-08-01 Points: 5

7) After selection, this screen will appear

8) View “Cisco CE Credits” applied

6. Review Testing History

Test Information History View (Page Layout)

1) Click on “Test History”

2) Click on “Exams”

HOME

PERSONAL INFO

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

BENEFITS

TRANSCRIPTS & DIGITAL BADGES

CCIE LAB SCHEDULER

USER GUIDE

Exams

Continuing Education

Practical Exams

Challenges

Exams

JOHN DOE

Exam Date is reflected in the following format (YYYY-MM-DD)

Please allow 10 business days for new exam records to appear in your exam history

Search

Toggle icon

SORT BY

Grade

Name

Code

Exam Date

Expire Date

Registration Number

Group

Items per page: 25

1-25 / 41

Navigation icons

Fail

SALES READINESS

Cisco Small and Medium Business Engineer (SMBE)

700-750

EXAM DATE 2025-01-16

EXPIRE DATE Never

REGISTRATION NUMBER 496951139

Fail

ENTRY

Cisco Certified Support Technician Cybersecurity (CCST Cybersecurity)

100-160

EXAM DATE 2024-10-30

EXPIRE DATE Never

REGISTRATION NUMBER 491369373

Fail

ENTRY

Cisco Certified Support Technician Cybersecurity (CCST Cybersecurity)

100-160

EXAM DATE 2024-10-30

EXPIRE DATE Never

REGISTRATION NUMBER 491369327

Fail

ENTRY

Cisco Certified Support Technician Networking (CCST Networking)

100-150

EXAM DATE 2024-10-30

EXPIRE DATE Never

REGISTRATION NUMBER 491369213

3) View as a list or tiles by clicking on the toggle icon

Grade	Name	Code	Exam Date	Expire Date	Registration Number	Group
Fail	Cisco Small and Medium Business Engineer (SMBE)	700-750	2025-01-16	Never	496951139	Sales Readiness
Fail	Cisco Certified Support Technician Cybersecurity (CCST Cybersecurity)	100-160	2024-10-30	Never	491369373	Entry
Fail	Cisco Certified Support Technician Cybersecurity (CCST Cybersecurity)	100-160	2024-10-30	Never	491369327	Entry
Fail	Cisco Certified Support Technician Networking (CCST Networking)	100-150	2024-10-30	Never	491369213	Entry

Test Information History View (Sort By)

1) Click on “Testing History”

2) Click on “Exams”

Exams
Exam Date is reflected in the following format (YYYY-MM-DD)

Q Search

SORT BY Grade Name Code Exam Date Expire Date Registration Number ↑ Group

Pass	Pass	Fail	Pass
CCIE Routing and Switching (CCIE)	CCIE Routing and Switching (CCIE)	CCIE Routing and Switching (CCIE)	CCIE Security (CCIE)
SORT BY Grade Name	Code Exam Date Expire Date	Registration Number ↑ Group	350-018
EXAM DATE 2007-02-21	EXAM DATE 2006-06-26	EXAM DATE 2006-06-20	EXAM DATE 2006-01-01
EXPIRE DATE 2010-02-21	EXPIRE DATE 2009-06-26	EXPIRE DATE Never	EXPIRE DATE 2009-01-01
REGISTRATION NUMBER	REGISTRATION NUMBER	REGISTRATION NUMBER	REGISTRATION NUMBER

3) You can “Sort By” grade. Name. code, exam date, expire date, registration number, and group

Practical Exams

1) Click on “Test History”

2) Click on “Practical Exams”

The screenshot shows the Cisco Practical Exams interface. On the left is a dark blue navigation menu with the Cisco logo at the top. The menu items are: HOME, PERSONAL INFO, SCHEDULE, TESTING HISTORY (expanded), and CERTIFICATIONS. Under TESTING HISTORY, there are links for Continuing Education, Exams, Practical Exams (highlighted with a blue bar), and Challenges. Red arrows point from the instructional text on the left to the 'TESTING HISTORY' and 'Practical Exams' menu items.

The main content area has a red header bar. Below it, the title 'Practical Exams' is displayed next to a user profile 'JOHN DOE'. There is a search bar with a magnifying glass icon and a search button. Below the search bar is a pagination bar showing 'Items per page: 25' and '1-1 / 1'. The main content is a table with the following data:

Group	Name	Active Date	Expire Date
CCDE Practical	Cisco Certified Design Expert - Workforce Mobility	2025-02-07	2028-02-07

Challenges

1) Click on “Testing History”



2) Click on “Challenges”



Challenges JOHN DOE ▾

🔍 Search

1-0 / 0 |< < > >|

Group	Name	Active Date	Expire Date
Challenge	Capture the Flag: Wireshark-fu	2024-10-21	2027-10-21

7. Download Certification Logo(s)

How to Download Certification Logo(s)

1) Click on “Certifications”

2) Click on “Download Logos”

Download Logos

Do not use the Marks in reference to any company or business, except as expressly outlined in the “What You Can Do” section above.

Do not use the Marks in any manner that is likely to create or cause confusion about the source of any products or services or in any way that implies any sponsorship, endorsement, affiliation or association between Cisco and you or any product, service or company. It must be clear that you, your employer or company, and any products or services you provide are independent of Cisco.

Do not use the Marks in a manner that is likely to dilute, defame, disparage, or harm the reputation of Cisco or any person or entity.

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Do not use the Marks as the visual focal point of any approved materials. For example, the Marks should not be larger or more prominent than your name or the name of your employer on your business cards. Similarly, for your personal web site, the Marks should not be more prominent than your name or other information describing you on the page.

Use of the Cisco Certification Logos

3.1. The Logos may be used in the following manner:

3.2 In one-color printing, the Logos can be either black or PMS 3035 (deep blue) on a light background. On a dark background, the Logos can be Cool Gray (Gray 2) or (silver embossed). Four-color process match is acceptable.

3.3 In two-color printing, Four-color process match is acceptable.

3.4. The Logos may also be reversed out of a dark background to the color of the paper on which the Mark is printed on.

3.5. Do not use the Logos on a patterned background or on one that is too light or too dark for it to read well.

Cisco Certifications Logo and Trademark Agreement v9 2011

CONFIRM

3) Logo Agreement – Click on “Confirm”

How to Download Certification Logo(s)

Download Logos JOHN DOE

Q Search

4) Sort by "Name" or "Group Name"

5) View as a list or tiles by clicking on the toggle icon

6) Select logo and click on "Download"

Name	Group Name	
CCIE Certification - Enterprise Infrastructure	General Certifications - Expert (CCIE)	DOWNLOAD
Cisco Certified Specialist - Enterprise Core	Specialist Certifications	DOWNLOAD

8. Certificates & Plaques

Claim Initial Certification Kit

NOTE:

- After successfully completed all certification requirements, you will receive a congratulations email with instructions to claim your initial free kit.
- Please allow 12-16 weeks for processing and shipping

1) Click on “Certifications”

2) Click on “Certificates & Plaques”

3) Click on “Update Address”

NOTE: “Mailing Address” notification appears if the mailing address has not been recently updated or click on “Confirm”

4) After selecting “Update Address,” this screen will appear

5) Click on “Update Address”

Certificates & Plaques

To claim and process your initial physical kit, anniversary achievement, or certificates and plaques:

- Review, **Update** and/or **Confirm** Mailing Address information below (will display upon initial fulfillment claim). [If the name is incorrect, you will need to open a case with [Certification Online Support](#).]
- Click on “**Claim Initial Kit**” to release your initial physical kit for processing.

Note:

- Candidates are entitled to one initial physical kit at no charge. Certification kits are NOT sent out for re-certifications.
- The standard for kit processing and delivery is 12-16 weeks.
- PDFs are provided at no charge and are available for download on the “[Cert Status & Download PDF](#)” task.

Pending

Cisco Certified Specialist - Enterprise Core Certificate COMPLETED N/A	VIEW MORE
--	------------------

CLAIM INITIAL KIT

Ordered

CCIE Certification - Enterprise Infrastructure Certificate COMPLETED N/A	VIEW MORE
--	------------------

Mailing Address

Country *
United States

Address *
123 Any Street

Address (cont.)

Address (cont.)

City *
Cary

Zip/Postal Code *
27511

Phone *
808-222-2222

Fax

☐ This is a Business Address

CANCEL **UPDATE ADDRESS**

Claim Initial Certification Kit

NOTE:

- Initial free kit not yet claimed “Pending”
- Initial free kit claimed “Ordered”
- Please allow 12-16 weeks for processing and shipping

6) Click on “Claim Initial Kit”

7) Click on “View More” for details

8) After selection, this screen will appear

The screenshot shows the Cisco Certifications & Plaques page. The left sidebar contains navigation links: HOME, PERSONAL INFO, SCHEDULE, TESTING HISTORY, CERTIFICATIONS, TRANSCRIPTS & DIGITAL BADGES, and USER GUIDE. The main content area is titled 'Certificates & Plaques' and shows a user profile for JOHN DOE. Below the profile, there are two sections: 'Pending' and 'Ordered'. The 'Pending' section shows a 'Cisco Certified Specialist - Enterprise Core' certificate with a 'COMPLETED' status and a 'CLAIM INITIAL KIT' button. The 'Ordered' section shows a 'CCIE Certification - Enterprise Infrastructure' certificate with a 'COMPLETED' status. A red arrow points from the 'CLAIM INITIAL KIT' button to a second screenshot of the 'Ordered' state. The second screenshot shows the 'Ordered' state with a 'GO BACK' button and a 'STATUS' section showing 'ORDERED' and 'COMPLETED'.

Certification Fulfillment Kit History & Status

1) Click on “Certifications”

2) Click on “Certificates & Plaques”

Certifications & Plaques JOHN DOE

To claim and process your initial physical kit, anniversary achievement, or certificates and plaques:

- Review, **Update** and/or **Confirm** Mailing Address information below (will display upon initial fulfillment claim).
[If the name is incorrect, you will need to open a case with [Certification Online Support](#).]
- Click on “**Claim Initial Kit**” to release your initial physical kit for processing.

Note:

- Candidates are entitled to one initial physical kit at no charge. Certification kits are NOT sent out for re-certifications.
- The standard for kit processing and delivery is 12-16 weeks.
- PDFs are provided at no charge and are available for download on the “**Cert Status & Download PDF**” tab.

Search

Ordered	Ordered
Cisco Certified Specialist - Enterprise Core Certificate COMPLETED N/A VIEW MORE	CCIE Certification - 20-year Achievement Coin COMPLETED N/A VIEW MORE

3) Click on “View More”

4) After selection, this screen will appear

Cisco Certified Specialist - Enterprise Core [GO BACK](#)

Certificate

STATUS	ORDERED 2022-09-06
PROCESSED	COMPLETED

NOTE: Please allow 12-16 weeks for processing and shipping

5) You can view the status here

How to Download your PDF Certificate

NOTE: PDFs are only available for qualifying certifications that are active and not expired.

1) Click on
“Certifications”

2) Click on
“Cert Status &
Download PDF”

Cisco

HOME
PERSONAL INFO
SCHEDULE
TESTING HISTORY
CERTIFICATIONS
Cert Status & Download PDF
Agreement
Download Logos
Certificates & Plaques
TRANSCRIPTS & DIGITAL BADGES
USER GUIDE

Credential Status

JOHN DOE

Retired Certification Tracks: No new certifications will be granted, and no existing certifications will be extended. Agreements will be accepted to complete initial certification logic.

Certification Date is reflected in the following format (YYYY-MM-DD)

Search

ALL SORT BY STATUS

Active

CCIE Certification - Enterprise Infrastructure
CCIE-Enterprise Infrastructure
ACTIVE DATE 1995-11-20
EXPIRE DATE 2024-06-30
VIEW MORE

Active

Cisco Certified Specialist - Enterprise Core
CCS-ECore
ACTIVE DATE 1995-11-20
EXPIRE DATE 2024-06-30
VIEW MORE

3) Click on “View More” or click on the download icon

4) After selecting “View More”, this screen will appear

- Click “Download Certificate”

Active

CCIE Certification - Enterprise Infrastructure
CCIE-Enterprise Infrastructure
ACTIVE DATE 1995-11-20
EXPIRE DATE 2024-06-30
VIEW MORE

Download Logo
Download Certificate

GO BACK

DOWNLOAD CERTIFICATE

STATUS Active

STARTED DATE

ACTIVE DATE 1995-11-20

EXPIRE DATE 2024-06-30

LAST EXTENSION DATE 2019-09-28

History

2019-09-28 Manually extended credential

1995-11-20 Manually granted credential

EXTENSION 2019-09-28

TYPE Manually extended credential

NEW EXPIRES 2024-06-30

Claim Certification Benefit – CCIE25YA

NOTE: Eligible candidates will receive an email on or after the day of your 25YA

1) Click on
“Personal Info”
and then on
“Addresses”

The screenshot shows the Cisco My Addresses page. On the left is a dark blue sidebar with the Cisco logo at the top. The sidebar contains the following menu items: HOME, PERSONAL INFO (expanded), My Information, Addresses (highlighted with a red arrow), Options, Settings, SCHEDULE, TESTING HISTORY, CERTIFICATIONS, BENEFITS, TRANSCRIPTS & DIGITAL BADGES, CCIE LAB SCHEDULER (with an external link icon), and USER GUIDE (with an external link icon). The main content area is titled 'My Addresses' and shows a form for updating a mailing address. The form includes fields for Country* (United States), Address* (123 Any Street), Address (cont.), City* (Cor City), State/Province* (North Carolina), Zip/Postal Code* (12345), and Phone* (808-222-2222). There is also a checkbox for 'This is a Business Address' and a Fax field. A red arrow points to the 'UPDATE ADDRESS' button at the bottom left of the form.

My Addresses

JOHN DOE ▾

Mailing Address (Certification fulfillment cannot be sent to P.O. Box)

Country*
United States

Address*
123 Any Street

Address (cont.)

Address (cont.)

City*
Cor City

State/Province*
North Carolina

Zip/Postal Code*
12345

Phone*
808-222-2222

Fax


☐ This is a Business Address

UPDATE ADDRESS

2) Validate/Update your mailing address as needed. Click on on “Update Address”

Claim Certification Benefit – CCIE25YA

3) Click on “Benefits” and then “Program Benefits”



HOME

PERSONAL INFO

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

BENEFITS

TRANSCRIPTS & DIGITAL BADGES

CCIE LAB SCHEDULER

USER GUIDE

Benefits

JOHN DOE

Welcome to your benefits!

Claiming and Using your Exam Voucher:

1. Claim your Voucher Code from this Program Benefits page

2. Note/copy the Voucher Code to use at Pearson VUE scheduling site

3. Schedule your exam with Pearson VUE

4. Enter the Voucher Code on the Pearson VUE payment page in the Discount/Promo Code dropdown field

"Active" status indicates the benefit is still valid and has not expired. Claim your benefit below by clicking on the "Claim Benefit" token. If the "Claim Benefit" token is blank, the benefit has already been claimed.

CCIE 25YA benefit, once claimed, will initiate processing and delivery (standard processing and delivery takes 12-16 weeks).

Q Search

88

Items per page: 25


1-2 / 2

Status	Name	Type	Expire Date	Group	Token
Active	CCIE 25th Anniversary Award (CCIE25YA)	Link	2025-09-11	Fulfillment Only - CCIE Anniversary	CLAIM BENEFIT
Active	Specialize Now	Individual Token		Specialize Now	CLAIM BENEFIT

4) Click on “Claim Benefit”



Claim Certification Benefit – CCIE25YA



HOME

PERSONAL INFO

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

BENEFITS

Program Benefits

TRANSCRIPTS & DIGITAL BADGES

CCIE LAB SCHEDULER

USER GUIDE

Benefits

JOHN DOE

Welcome to your benefits!

Claiming and Using your Exam Voucher:

1. Claim your Voucher Code from this Program Benefits page
2. Note/copy the Voucher Code to use at Pearson VUE scheduling site
3. Schedule your exam with Pearson VUE
4. Enter the Voucher Code on the Pearson VUE payment page in the Discount/Promo Code dropdown field

"Active" status indicates the benefit is still valid and has not expired. Claim your benefit below by clicking on the "Claim Benefit" token. If the "Claim Benefit" token is blank, the benefit has already been claimed.


CCIE 25YA benefit, once claimed, will initiate processing and delivery (standard processing and delivery takes 12-16 weeks).

Search

Items per page: 25 1-2 / 2

Status	Name	Type	Expire Date	Group	Token
Active	CCIE 25th Anniversary Award (CCIE25YA)	Link	2025-09-11	Fulfillment Only - CCIE Anniversary	
Active	Specialize Now	Individual Token		Specialize Now	CLAIM BENEFIT


5) Token field will be blank once the benefit has been claimed



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Cisco Public

Claim Certification Benefit – CCIE25YA



HOME

PERSONAL INFO

SCHEDULE

TESTING HISTORY

CERTIFICATIONS

BENEFITS

Program Benefits

TRANSCRIPTS & DIGITAL BADGES

CCIE LAB SCHEDULER

USER GUIDE

Benefits

Welcome to your benefits!

Claiming and Using your Exam Voucher

1. Claim your Voucher Code from this P

2. Note/copy the Voucher Code to use

3. Schedule your exam with Pearson VI

4. Enter the Voucher Code on the Pear

"Active" status indicates the benefit is still v

the "Claim Benefit" token is blank, the bene

CCIE 25YA benefit, once claimed, will initiate

Search

Benefits

JOHN DOE

CCIE 25th Anniversary Award (CCIE25YA)

GO BACK

Congratulations on your CCIE 25th anniversary!

INSTRUCTIONS

Provide the required information: Jacket size, validate address and phone number are up to date.

TYPE

Link

URL

[Preview](#)

6) Jacket Size Selection - Click on "CCIE 25th Anniversary Award (CCIE25YA)" and then on "Preview"

Items per page: 25

Status	Name	Type	Expire Date	Group	Token
Active	CCIE 25th Anniversary Award (CCIE25YA)	Link	2025-09-11	Fulfillment Only - CCIE Anniversary	Info
Active	Specialize Now	Individual Token		Specialize Now	CLAIM BENEFIT Info

Claim Certification Benefit – CCIE25YA

The image shows a screenshot of the Cisco CCIE25YA benefits page. On the left is a dark blue sidebar with the Cisco logo and a list of navigation links: HOME, PERSONAL INFO (with sub-links: My Information, Addresses, Options, Settings), SCHEDULE, TESTING HISTORY, CERTIFICATIONS, BENEFITS, TRANSCRIPTS & DIGITAL BADGES, CCIE LAB SCHEDULER, and USER GUIDE. The main content area is titled 'Benefits' and shows the user 'JOHN DOE'. It features a section for the 'CCIE 25th Anniversary Award (CCIE25YA)' with a 'GO BACK' link. Below this is a congratulatory message and 'INSTRUCTIONS' to provide information like jacket size, address, and phone number. A 'TYPE' section shows 'Link' and a 'URL' section with a 'Preview' link. A 'Settings' section asks if the user works for a Cisco Partner or Reseller, with 'No' selected and an 'UPDATE' button. At the bottom, a 'Jacket Size' section asks the user to select a size, with an 'UPDATE' button. Red arrows and blue callout boxes provide instructions: one arrow points from the 'Settings' link in the sidebar to the 'Settings' section; another arrow points from the 'Preview' link to a callout box; a third arrow points from the 'UPDATE' button in the 'Jacket Size' section to another callout box.

7) Click on “Preview,” which will take you to the “Settings” page

8) Scroll to the bottom of the “Settings” page. Select your jacket size and click on “Update”

NOTE: Please allow 12-16 weeks for processing and shipping. Shipping tracking info will be sent out via email as soon as your jacket is ready for shipment.

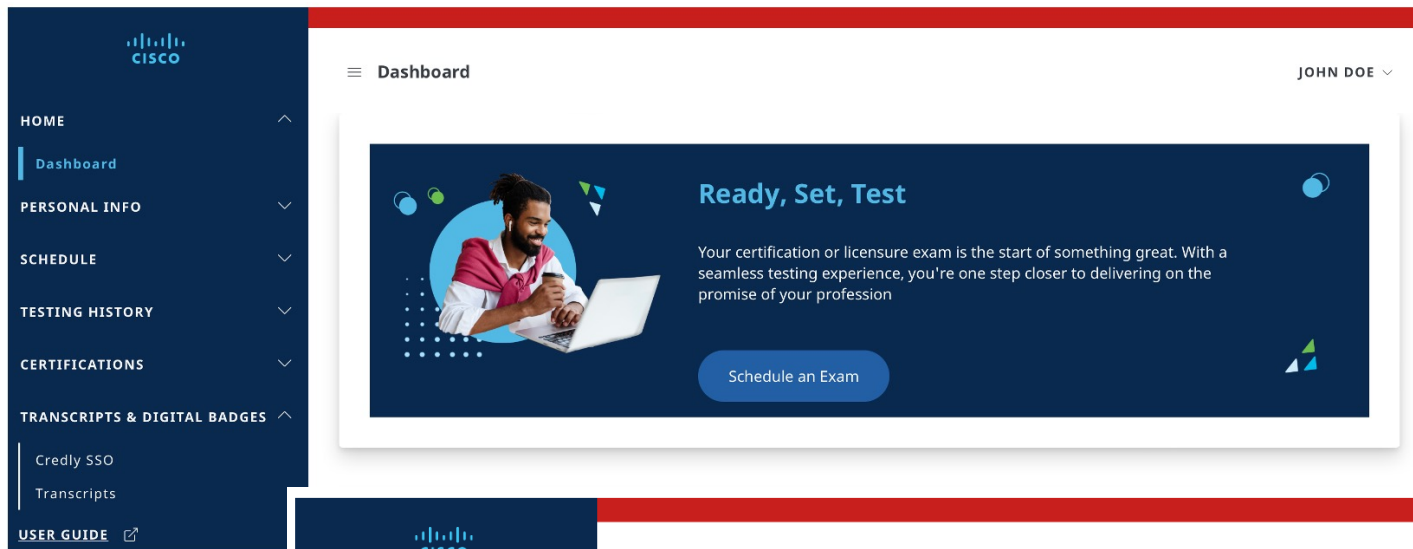
9. Digital Badges & Transcript: Third-Party Verification Disclosure

Digital Badges

Accessing your digital badges

1) Click on
“Transcripts &
Digital Badges”

2) Click on
“Credly SSO”



≡ Credly SSO

JOHN DOE ▾

SSO TO CREDLY

3) Click on “SSO
TO Credly”



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ilic

How to Disclose Transcript to Third Parties

This function allows you to disclose your certification status to third parties.

1) Click on
“Transcripts &
Digital Badges”

2) Click on
“Transcripts”

3) Click on
“Create New
Transcript”

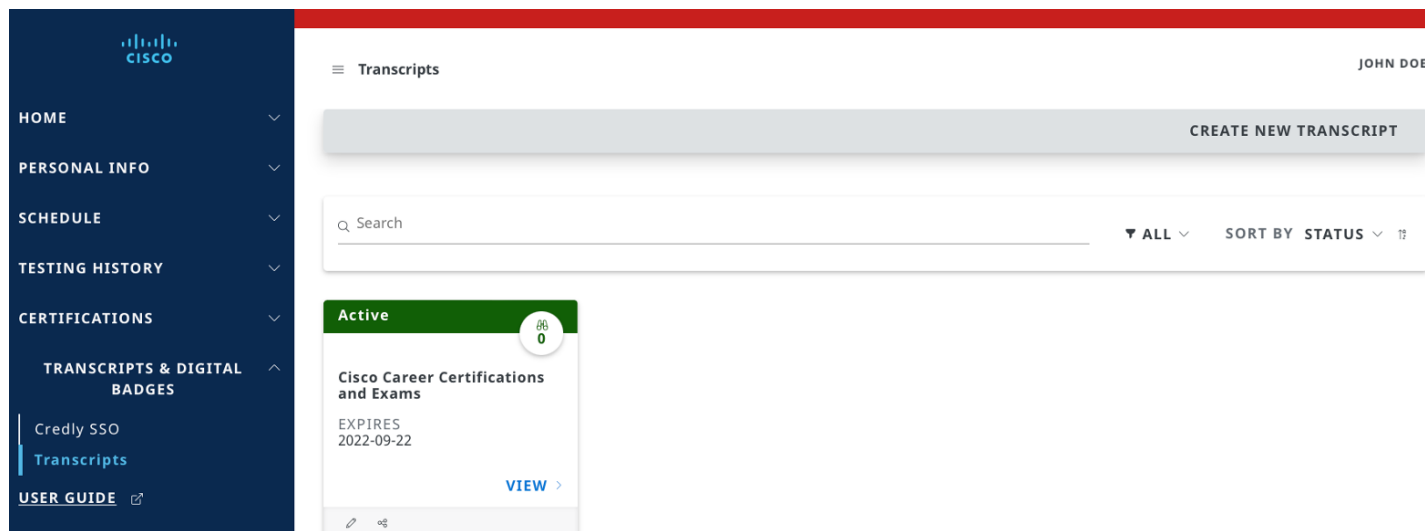
4) Enter the relevant
information and click on
“Create”

The screenshot shows the Cisco Transcripts & Digital Badges dashboard. The left sidebar contains the following menu items: HOME, PERSONAL INFO, SCHEDULE, TESTING HISTORY, CERTIFICATIONS, TRANSCRIPTS & DIGITAL BADGES (expanded), Credly SSO, Transcripts, and USER GUIDE. The main content area has a 'Transcripts' header, a 'CREATE NEW TRANSCRIPT' button, a search bar, and filters for 'ALL' and 'SORT BY STATUS'.

The 'Create Transcript' form is divided into four sections: SETTINGS, CREDENTIALS, EXAMS, and CREDENTIAL REQUIREMENTS. The SETTINGS section includes fields for Name, Remarks (Publicly Visible), Valid Through, and Address Display. The CREDENTIALS section includes checkboxes for 'Include all active credentials' and 'Display Credential Dates'. The EXAMS section includes checkboxes for 'Include all active exams' and 'Display Exam Dates'. The CREDENTIAL REQUIREMENTS section includes checkboxes for 'Include all present and future credential requirements' and 'Display Credential Requirement Dates'. The form has a 'GO BACK' button at the top right and 'CANCEL' and 'CREATE' buttons at the bottom.

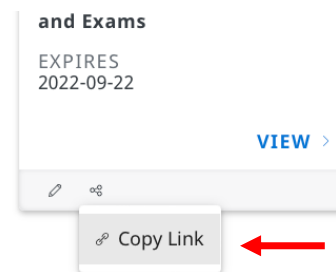
How to Disclose Transcript to Third Parties

Once a transcript is created, you can share via a link



1) Edit and view transcripts for valid certifications and active exams

2) You can share the transcripts by clicking on the "share" icon.

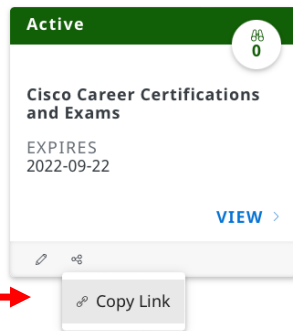


3) Click on "Copy Link"

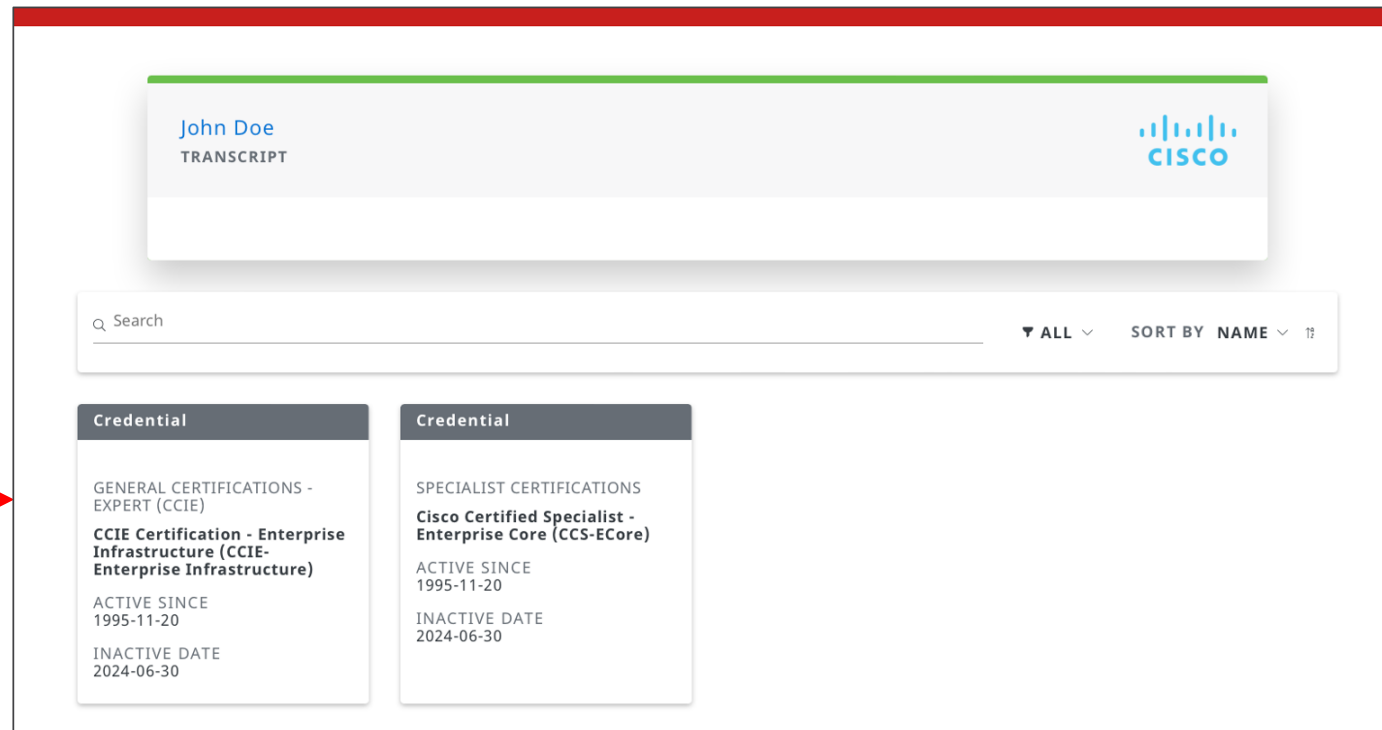
How to Disclose Transcript to Third Parties

Disclosure to third-party

Share transcript link via personal or work email



Sample transcript

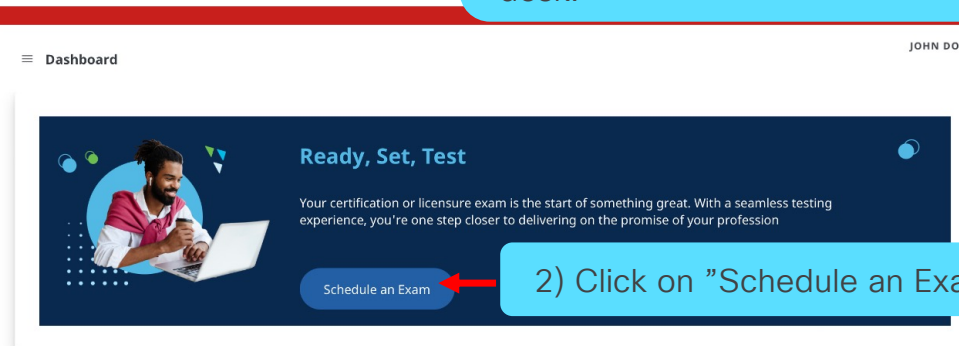
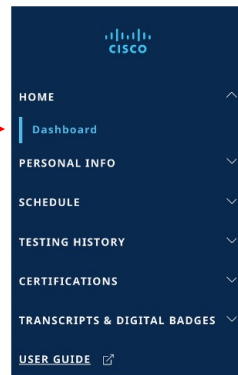


10. Schedule Cisco Certification Exam(s), Score Reports, Exam Receipts

How to Schedule Cisco Certification Exam(s)

NOTE: Candidates with an existing Pearson VUE profile. Can also, schedule an exam at a Pearson VUE test center or by calling the Pearson VUE help desk.

1) Option 1: From the “Dashboard”

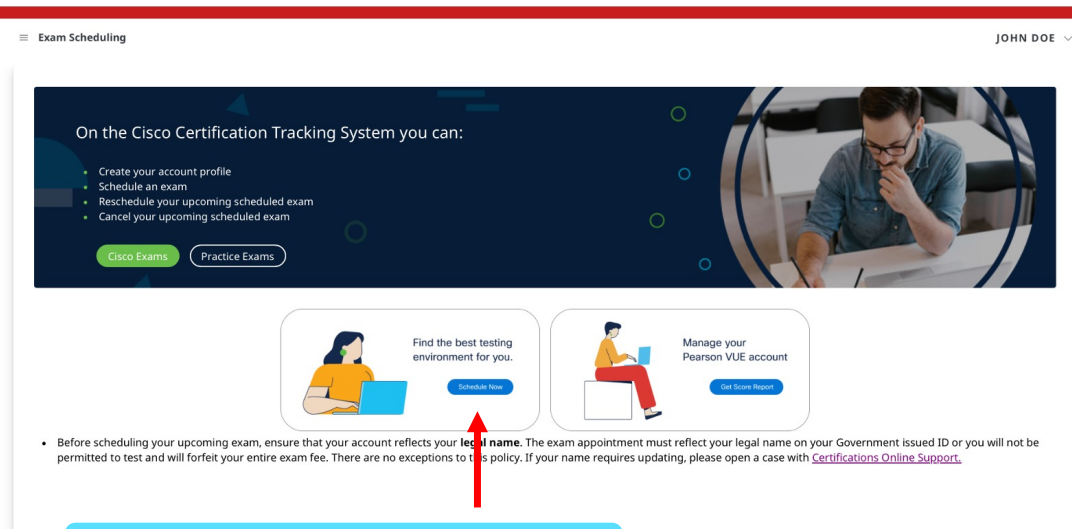


2) Click on “Schedule an Exam”

1) Option 2: Click on “Schedule”



2) Click on “Schedule an Exam and/or Manage Pearson VUE Account/Appointments”



3) Click on “Schedule Now”

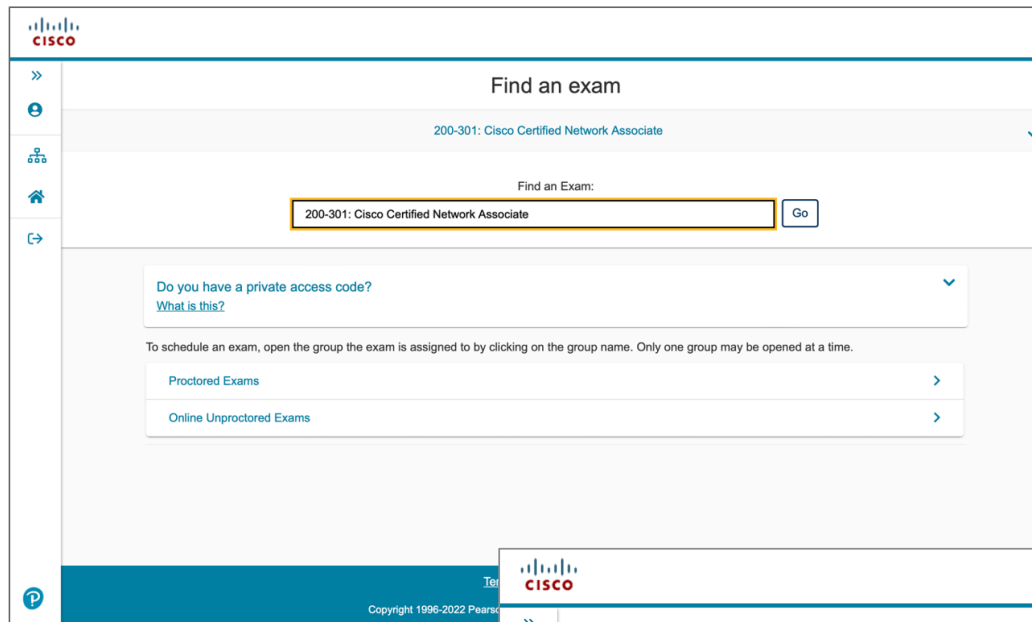
How to Schedule Cisco Certification Exam(s)

1) Click on “View Exams”



The screenshot shows the Cisco Certification Dashboard. On the left is a vertical navigation menu with icons for home, user profile, exam catalog, and other features. The main content area is titled 'Dashboard' and contains three primary sections: 'Schedule an exam' with an 'Exam catalog' and a 'View exams' button; a section asking 'Do you have a private access code?' with a 'What is this?' link; and a section for 'View an upcoming test center appointment' stating 'You do not have any appointments scheduled.' On the right side, there is a 'My account' section with links to 'My profile', 'Additional information', 'Preferences', 'Exam history', 'View score reports', and 'My receipts'. At the bottom right, there is a promotional banner for 'NEW! Practice Exam & Exam Bundles' for ICND1, ICND2, or CCNA. The footer includes the Cisco logo, copyright information for Pearson Education Inc. (1996-2022), and links for 'Terms', 'Privacy', and 'Contact'.

How to Schedule Cisco Certification Exam(s)

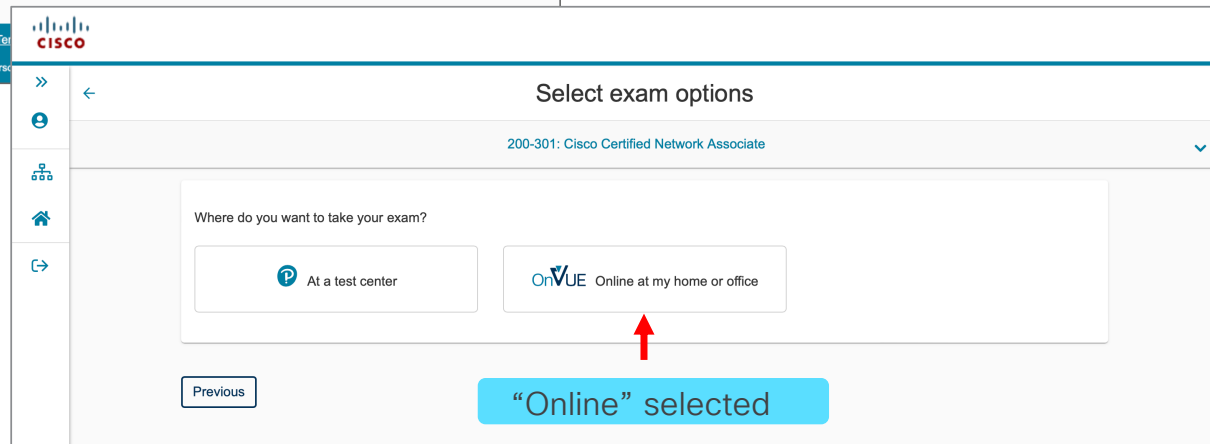


The screenshot shows the Cisco exam search interface. At the top, the Cisco logo is visible. Below it, the heading "Find an exam" is centered. A dropdown menu shows "200-301: Cisco Certified Network Associate". Below this, a search bar contains the same text, with a "Go" button to its right. Further down, there is a section for "Do you have a private access code?" with a link "What is this?". Below that, a note states: "To schedule an exam, open the group the exam is assigned to by clicking on the group name. Only one group may be opened at a time." At the bottom, there are two buttons: "Proctored Exams" and "Online Unproctored Exams", both with right-pointing chevrons.

2) Search for an exam and click on "Go"

Note: You can also search by "Proctored Exams" or Online Unproctored Exams

3) Select exam delivery at "Test Center" or "Online"



The screenshot shows the "Select exam options" page. At the top, the Cisco logo is visible. Below it, the heading "Select exam options" is centered. A dropdown menu shows "200-301: Cisco Certified Network Associate". Below this, a section titled "Where do you want to take your exam?" contains two options: "At a test center" (with a test center icon) and "OnVUE Online at my home or office" (with the OnVUE logo). Below these options are two buttons: "Previous" and "Online" selected (highlighted in a blue box).

How to Schedule Cisco Certification Exam(s)

4) After selecting where to take your exam

Select exam options

200-301: Cisco Certified Network Associate

Where do you want to take your exam?

☐ At a test center

☒ OnVUE Online at my home or office

Prepare for your online exam at your home or office

Your computer

Use a personal computer that has a reliable webcam and internet connection.

Run [system test](#).

Your testing space

The room should be a distraction-free, private place.

See [acceptable spaces](#) and view permitted [comfort aid list](#).

Your photo ID

We'll verify your government-issued identification (ID) when you arrive for your exam.

Review [admission & ID policies](#).

What to expect

Check in for your OnVUE exam 30 minutes before your appointment time.

Watch our [short video](#) to get familiar with the process.

Questions?

Check out the [OnVUE FAQs](#) and [minimum technical requirements](#).

Previous Next

Note: "Online" selected in step 3

5) Click on "Next"

How to Schedule Cisco Certification Exam(s)

6) Accept the “Terms and Conditions”

click here'. There are two radio buttons: 'Yes' (selected) and 'No'. Below this, there is a link to 'customer service' and a note that information cannot be updated online. At the bottom, there are 'Previous' and 'Next' buttons. The footer contains links for 'Terms', 'Privacy', and 'Contact'."/>

7) Click on “Next”



8) Confirm preferred “Time Zone”



How to Schedule Cisco Certification Exam(s)

9) Select a date to test

2. Select your date

Select a date from the calendar. Only dates with appointment availability can be selected.

September 2022						
Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

[Why can't I find an available appointment?](#)

10) After selection, this screen will appear

☒ 12 hr (e.g., 2:00 PM)

☐ 24 hr (e.g., 14:00)

Our next available appointment is:



Friday, September 30, 2022

12:00 AM - 2:20 AM America/Los_Angeles-PDT

Your check-in time will be 11:30 PM America/Los_Angeles-PDT

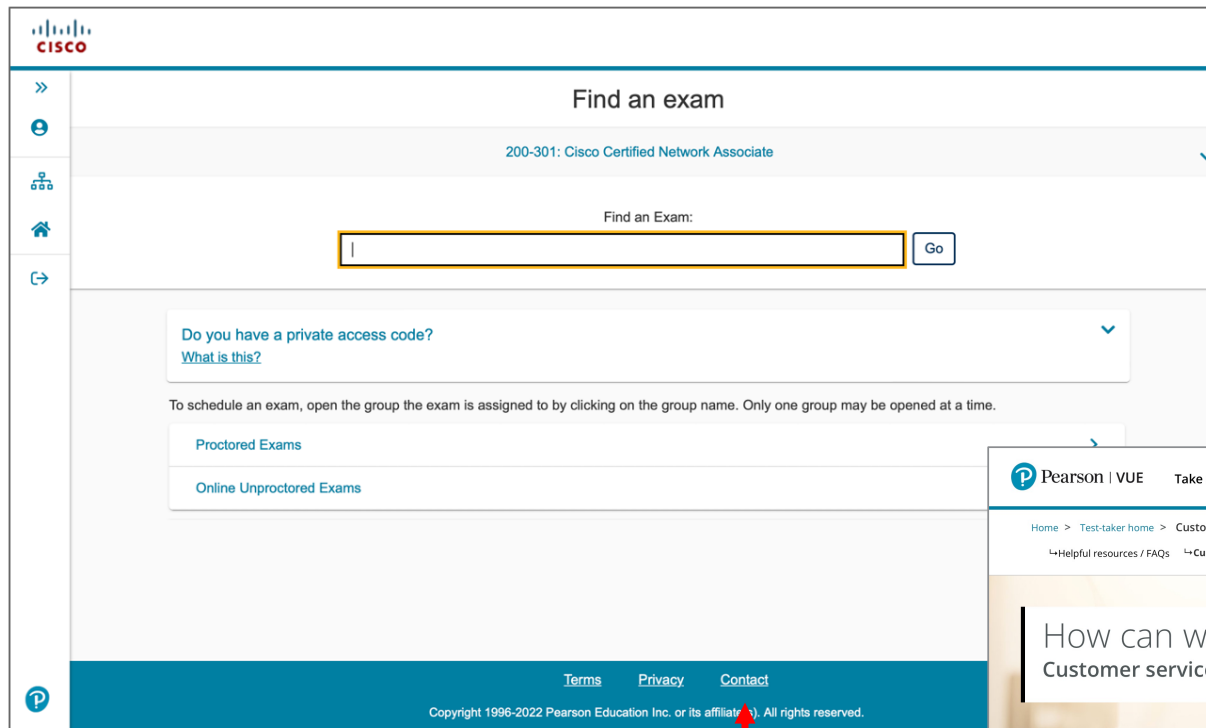
[Explore more times](#)

[Book this appointment](#)

11) Click on “Book this appointment” and complete the payment process

How to Schedule Cisco Certification Exam(s)

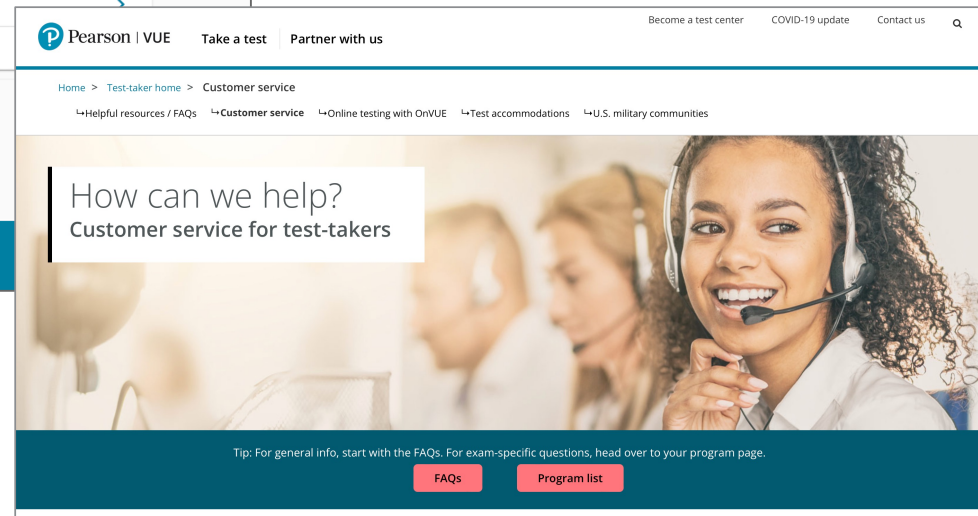
Need help with an existing exam appointment that you can't update/modify. Check out the Pearson VUE website for self-service FAQs and further assistance.



The screenshot shows the Cisco 'Find an exam' page. On the left is a navigation sidebar with icons for a menu, user profile, groups, home, and a link. The main content area has a header 'Find an exam' and a dropdown menu currently showing '200-301: Cisco Certified Network Associate'. Below this is a search bar labeled 'Find an Exam:' with a 'Go' button. A section titled 'Do you have a private access code?' includes a link 'What is this?'. A note states: 'To schedule an exam, open the group the exam is assigned to by clicking on the group name. Only one group may be opened at a time.' Below the note are two tabs: 'Proctored Exams' and 'Online Unproctored Exams'. At the bottom, there are links for 'Terms', 'Privacy', and 'Contact', and a copyright notice: 'Copyright 1996-2022 Pearson Education Inc. or its affiliates. All rights reserved.'

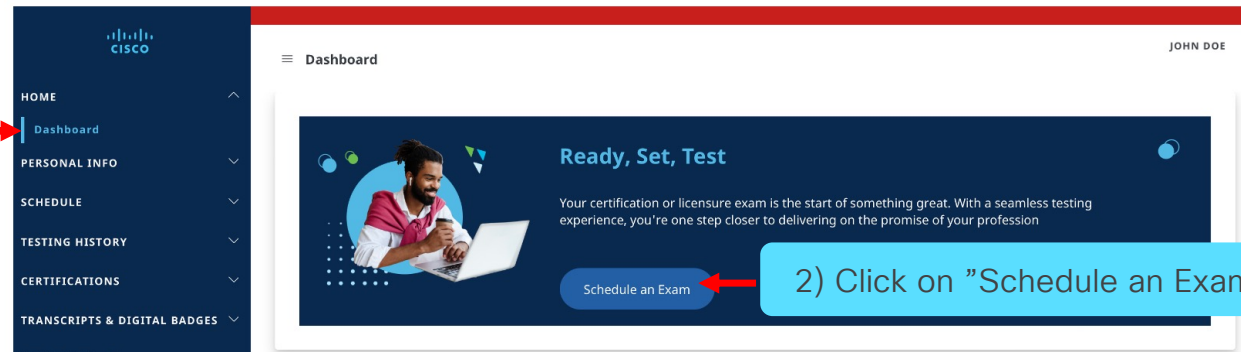
1) Click “Contact” if you have issues with your exam appointment that you are unable to update/change on your own

2) After selection, this screen will appear. Click on “FAQs” or “Program list” for help

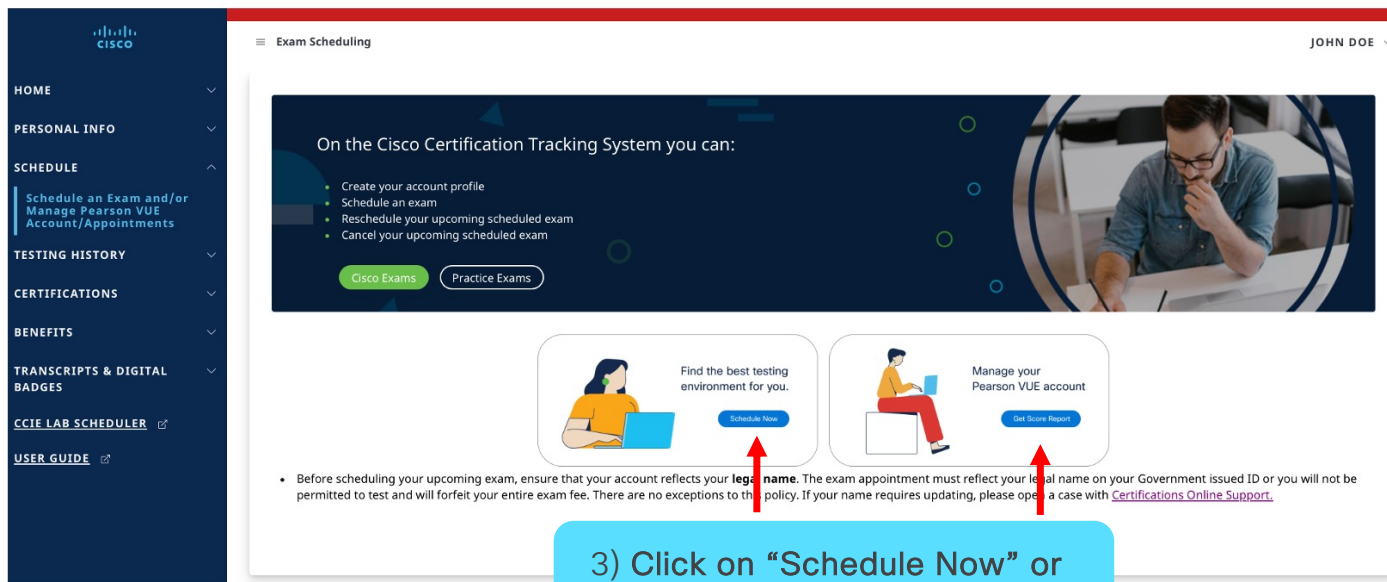


How to Access/Update: Exam Receipt, Score Reports, and Profile Information (Pearson VUE)

1) Option 1: From the “Dashboard”



2) Click on “Schedule an Exam”



How to Access/Update: Exam Receipt, Score Reports, and Profile Information (Pearson VUE)

1) Option 2: Click on “Schedule”

2) Click on “Schedule an Exam and/or Manage Pearson VUE Account/Appointments”

On the Cisco Certification Tracking System you can:

- Create your account profile
- Schedule an exam
- Reschedule your upcoming scheduled exam
- Cancel your upcoming scheduled exam

Find the best testing environment for you. [Schedule Now](#)

Manage your Pearson VUE account [Get Score Report](#)

Before scheduling your upcoming exam, ensure that your account reflects your **legal name**. The exam appointment must reflect your legal name on your Government issued ID or you will not be permitted to test and will forfeit your entire exam fee. There are no exceptions to this policy. If your name requires updating, please open a case with [Certifications Online Support](#).

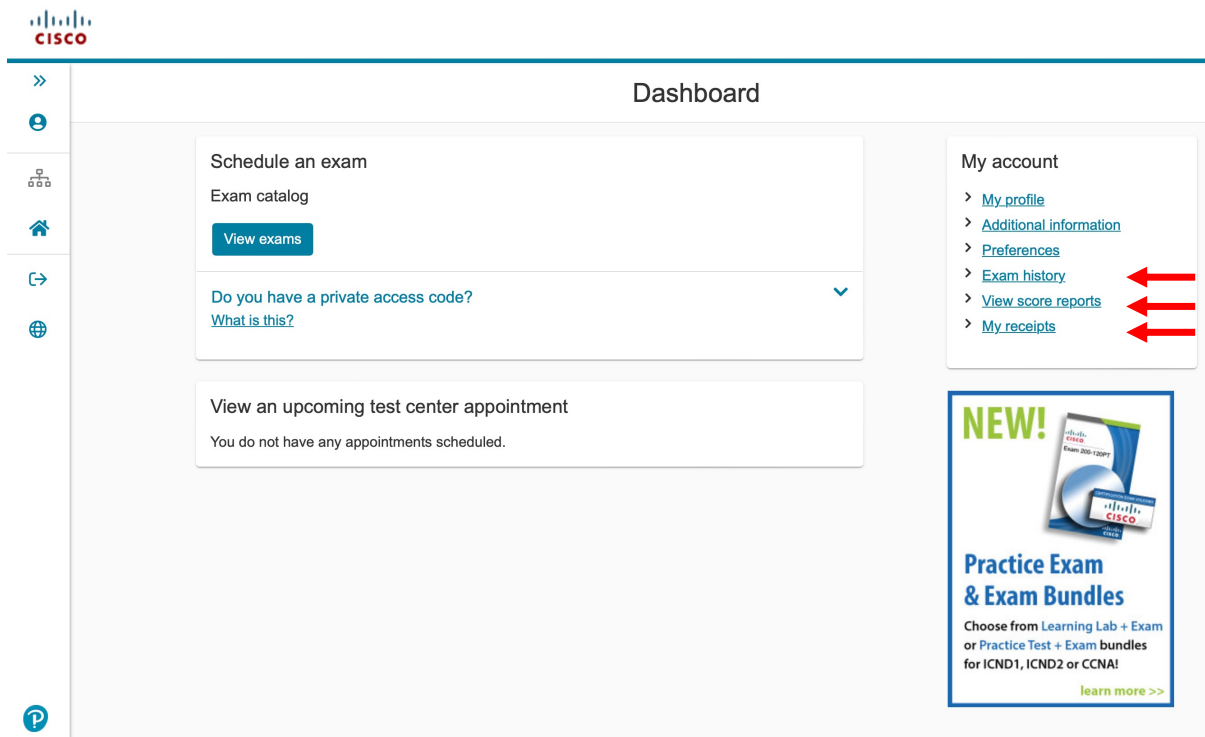
3) Click on “Schedule Now” or “Get Score Report”

How to Access/Update: Exam Receipt, Score Reports, and Profile Information

4) Click on the “Dashboard Icon”



How to Access/Update: Exam Receipt, Score Reports, and Profile Information



5) Click on “Exam history” (Scheduled Exams), “View score report” (Exam score reports), or “My receipts” (Exam payment history)

