



STATE OF WASHINGTON

Department of Licensing

Candidate Information Bulletin

YOUR GUIDE TO EXAM DAY

This bulletin contains everything you need to register, schedule, prepare for, and take your licensing examination. Read this bulletin in full before you register.

Document Information

Read this bulletin in full before you register. It explains how to apply, how to schedule, what to bring, what is on each examination, and what happens after your exam.

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1. Frequently Asked Questions

If your question is not answered here, read the relevant section of this bulletin, then contact the Board or Prov using the details in Section 2.

1. What is the registration process?

You must be pre-approved by the Board prior to scheduling your exam. The Board will provide Prov with your registration information. You will be notified when you are able to schedule your examination. Once approved, you can schedule your exam at your convenience.

2. How do I schedule my exam? Once you've been approved by the Board you may schedule at:

<https://provexam.com/scheduler>

You may also call/text us at (801) 733-4455. More information about exam scheduling is provided in this bulletin.

3. Where can I take my exam? Written exams are given at any one of Prov's 20 Computer Based Testing (CBT) testing centers in Washington, and practical exams at the practical testing centers listed later in this bulletin.

4. How much does it cost? Exam fees are paid to Prov at the time of registration. Fees vary by exam and are listed in the exam table below.

5. When do I get my exam results? Results are not provided at the testing site. Prov releases your score report within 1 day of your examination, emails it to the address on your registration, and forwards your results to your licensing authority.

6. What is on the exam? Exam information is provided in this bulletin.

Note

Prov is not authorized to make the determination of which examination(s) candidates must take. If a candidate is unsure which exam is needed for the license being sought, resolve this question before scheduling. Contact the Board with questions regarding which exam(s) to take.

2. Contact Information

Please read through this bulletin completely for answers to your questions. If you still have unanswered questions, you may contact us at the following:

EXAM APPROVAL & LICENSING

Washington Department of Licensing

1125 Washington Street SE

Olympia, WA 98504-2283

Ph: (360) 664-6626

<https://dol.wa.gov/professional-licenses/cosmetology/get-your-license-cosmetology>

TESTING QUESTIONS

Prov, Inc.

200 W Civic Center Dr, Suite 160

Sandy, Utah 84070

Call or Text: (801) 733-4455

(Messaging rates may apply)

www.provexam.com

support@provexam.com

5:00 am to 9:00 pm PT, Monday - Friday

3. General Testing Information

The Board has contracted with Prov, Inc. to administer the required written and practical examinations for licensure. The purpose of this bulletin is to provide you with information about taking your licensing examinations.

Testing with Prov

Your written exam will be administered by computer at one of Prov's testing centers. Prov's testing system is easy to use and requires no specific computer experience to take the exam.

Your practical exam is administered in person at one of Prov's practical testing centers, where an examiner observes and scores the services you perform.

The following link will take you to a short video that demonstrates Prov's testing system:

<https://youtu.be/h3T9svnldLY>.

Where to take your exam in Washington

Prov has **20** testing locations in Washington where you may take your examinations. Locations are provided later in this bulletin. Practical examinations are given only at the locations identified as practical testing centers in that list.

4. Registration and Scheduling

How to register, schedule your examination, and change or cancel a testing appointment.

4.1 How to register online

Please Note: You must be pre-approved by the Board prior to scheduling your exam. The Board will provide Prov with your registration information. You will be notified when you are able to schedule your examination. Once approved, you can schedule your exam at your convenience.

IMPORTANT: When you register for your examination, you **MUST** enter your name **EXACTLY** as it appears on your government issued Photo Identification (ID), including your middle initial or your middle name as it appears on your ID. If your name does not match when you sign in at the testing center, you will be dismissed from the testing center and forfeit all testing fees for that testing session.

1. To register for your exam, go to: <https://provexam.com/scheduler>, or call the Prov Call Center at (801) 733-4455 to complete the registration process if preferred.
2. Click **"Schedule an Exam"**.
3. Under **"Pre-Approved Registration"**, click **"Get Started"**.
4. Enter your Email Address, as well as your Last Name. Then press the **NEXT** button. A verification code will be sent to your email.
5. The following information will be collected
 - **Education By** EDUCATION REQUIREMENT
Where did you receive your education?
6. After entering the code, you will see the Candidate Dashboard and your available exams. Click **"Schedule Now"**.
7. Underneath **"Exams Available for Scheduling"**, click **"Find a suitable time and venue"**.
8. Prov's scheduling system will search for the closest testing centers to the address you entered. Select the **SCHEDULE** hyperlink to check the calendar for a specific testing center.
9. Select an exam date and time from the calendar. Confirm your selected date and time and select **Add to Cart**.
10. Proceed to payment. Please enter your form of electronic payment (MasterCard, Visa, AMEX) or coupon code if provided. The invoice for your exam payment will be automatically emailed to you and will include your scheduled

date and time.

If you have any problems with online registration, you may call or text Prov at (801) 733-4455.

4.2 Scheduling your exam online

If you registered without scheduling, or need to schedule another exam or attempt, sign back in to the scheduler:

1. To schedule your exam, go to: <https://provexam.com/scheduler>. From our homepage, select **"Schedule an Exam"**. Next, under **"Pre-Approved Registration"**, click **"Get Started"**.
2. Enter your Email Address, as well as your Last Name. Then press the **NEXT** button. A verification code will be sent to your email.
3. After entering the code, you will see the Candidate Dashboard and your available exams. Click **"Schedule Now"**.
4. Underneath **"Exams Available for Scheduling"**, click **"Find a suitable time and venue"**.
5. Prov's scheduling system will search for the closest testing centers to the address you entered. Select the **SCHEDULE** hyperlink to check the calendar for a specific testing center.
6. Select an exam **date** and **time** from the calendar. Confirm your selected date and time and select **Add to Cart**.
7. Proceed to payment with your electronic payment method (MasterCard, Visa, AMEX) or coupon code if provided. The invoice for your exam payment will be automatically emailed to you.

If you have any problems with online scheduling, you may call or text Prov at (801) 733-4455.

4.3 Scheduling by phone

To schedule an examination by phone, candidates should contact Prov at (801) 733-4455. Prov scheduling staff is available 5:00 am to 9:00 pm PT, Monday - Friday.

Candidates should have the photo identification they will use for testing, as well as their payment method, ready to provide to the call center agent. Once scheduled, Prov staff will email them information regarding their testing schedule.

4.4 Cancellation and rescheduling

You can reschedule or cancel your testing appointment online for free if you do so at least **3 days** before your exam date. If you miss your appointment or fail to reschedule or cancel by this deadline, you will forfeit your exam fee.

4.5 Emergency situations

If you are unable to attend your scheduled examination due to an emergency, you must provide written documentation to Prov for review. You may call or text Prov at (801) 733-4455 or send an email to support@provexam.com. If approved, you will be notified and provided with authorization to reschedule your examination.

5. Exam Information

The following examinations are administered by Prov on behalf of the Board, grouped by the license each is required for. An examination required for several licenses is listed under each of them.

Barber (English, Español, فارسی, 한국어, Tiếng Việt)

Examination	Time	Questions	Passing Score	Language(s)	Fee
Barber Practical	80 min	—	75	English	\$119.00
Barber Written	90 min	60	75	English, Español, فارسی, 한국어, Tiếng Việt	\$169.00

Combined Master Esthetician (English, Español, 한국어, Tiếng Việt)

Examination	Time	Questions	Passing Score	Language(s)	Fee
Esthetician Practical	—	—	75	English	\$119.00
Master Esthetician Practical	125 min	—	75	English	\$119.00
Combined Master Esthetician Written	180 min	140	75	English, Español, 한국어, Tiếng Việt	\$169.00

Cosmetologist (English, Español, 한국어, Tiếng Việt)

Examination	Time	Questions	Passing Score	Language(s)	Fee
Cosmetology Practical	295 min	—	75	English	\$119.00
Hair Design Written	90 min	110	75	English, Español, 한국어, Tiếng Việt	\$169.00

Esthetician (English, Español, 한국어, Tiếng Việt)

Examination	Time	Questions	Passing Score	Language(s)	Fee
Esthetician Practical	—	—	75	English	\$119.00
Esthetician Written	90 min	110	75	English, Español, 한국어, Tiếng Việt	\$169.00

Hair Designer (English, Español, 한국어, Tiếng Việt)

Examination	Time	Questions	Passing Score	Language(s)	Fee
Hair Design Practical	235 min	—	75	English	\$119.00
Hair Design Written	90 min	110	75	English, Español, 한국어, Tiếng Việt	\$169.00

Instructor (English, Español, 한국어, Tiếng Việt)

Examination	Time	Questions	Passing Score	Language(s)	Fee
Instructor Practical	90 min	—	75	English	\$119.00
Instructor Written	90 min	85	75	English, Español, 한국어, Tiếng Việt	\$169.00

Manicurist (English, Español, 한국어, Русский, Tiếng Việt)

Examination	Time	Questions	Passing Score	Language(s)	Fee
Manicurist Practical	149 min	—	75	English	\$119.00
Manicurist Written	90 min	110	75	English, Español, 한국어, Русский, Tiếng Việt	\$169.00

Master Esthetician (English, Español, 한국어, Tiếng Việt)

Examination	Time	Questions	Passing Score	Language(s)	Fee
Master Esthetician Practical	125 min	—	75	English	\$119.00
Master Esthetician Written	90 min	110	75	English, Español, 한국어, Tiếng Việt	\$169.00

Note

Exam fees are paid to Prov at the time of registration. Fees vary by exam and are listed in the exam table below.

5.1 Barber Practical

80 minutes · passing score 75

Complete NIC Candidate Information Bulletin: [English](#) · [Español](#) · [Tiếng Việt](#) · [فارسی](#) · [한국어](#)

Select a subject area to open its detailed outline online.

Content Area

- [1. Work Area and Client Preparation, and Set Up of Supplies](#)
- [2. Haircutting](#)
- [3. Work Area and New Client Preparation, and Set Up of Supplies](#)
- [4. Shaving with a Straight Razor](#)
- [5. Blood Exposure](#)

5.2 Barber Written

90 minutes · 60 questions · passing score 75

Complete NIC Candidate Information Bulletin: [English](#) · [Español](#) · [Tiếng Việt](#) · [한국어](#)

10 questions are unscored pilot questions and won't count toward your score.

Select a subject area to open its detailed outline online.

Content Area

Content Area	% of Questions
Scientific Concepts	40%
Implements and Equipment	10%
Hair Care Services	30%
Facial Hair and Skin Care Services	20%
Total questions	60

Exam References and Study Materials

The references marked "Open Book" are permitted for use during the examination. All other references are recommended for exam preparation only and are not permitted during the examination.

- **Milady Standard Barbering 2022**, 6th Ed. ISBN: 1305100557. Cengage Learning, PO Box 6904, Florence, KY 41022-6904.

STUDY ONLY

- **Fundamentals: Barbering**, 2022. Pivot-Point International, 8725 West Higgins Road, Suite 700, Chicago, IL 60631.

STUDY ONLY

5.3 Combined Master Esthetician Written

180 minutes • 140 questions • passing score 75

Complete NIC Candidate Information Bulletin: [English](#)

10 questions are unscored pilot questions and won't count toward your score.

Select a subject area to open its detailed outline online.

Content Area	% of Questions
1. SCIENTIFIC CONCEPTS (55%)	55%
2. SKIN CARE AND SERVICES (45%)	45%
Total questions	140

5.4 Cosmetology Practical

295 minutes • passing score 75

Complete NIC Candidate Information Bulletin: [Español](#) • [Tiếng Việt](#) • [한국어](#)

Select a subject area to open its detailed outline online.

Content Area
1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES
2. THERMAL CURLING
3. HAIRCUTTING
4. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES
5. CHEMICAL WAVING
6. PREDISPOSITION TEST AND STRAND TEST WITH SIMULATED PRODUCT
7. HIGHLIGHTING WITH FOIL, VIRGIN APPLICATION WITH COLORED SIMULATED PRODUCT
8. HAIR COLOR RETOUCH WITH COLORED SIMULATED PRODUCT
9. VIRGIN HAIR RELAXER (NO BASE) APPLICATION WITH SIMULATED, COLORED PRODUCT
10. BLOOD EXPOSURE PROCEDURE
14. HAIR REMOVAL OF THE EYEBROWS BY TWEEZING AND USING SIMULATED SOFT WAX
17. MANICURE AND POLISH APPLICATION

5.5 Esthetician Practical

passing score 75

Complete NIC Candidate Information Bulletin: [Español](#) • [Tiếng Việt](#) • [한국어](#)

Select a subject area to open its detailed outline online.

Content Area
1. WORK AREA PREPARATION AND SET UP OF SUPPLIES (10 minutes)
2. CLIENT PREPARATION AND BASIC FACIAL (25 minutes)
3. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)
4. HAIR REMOVAL OF THE EYEBROW USING SIMULATED SOFT WAX AND TWEEZING (Untimed)

Content Area[5. FACIAL MAKEUP \(20 minutes\)](#)[6. BLOOD EXPOSURE PROCEDURE \(10 minutes\)](#)[7. PARTICLE MICRODERMABRASION ON THE FOREHEAD \(10 minutes\)](#)[8. EYELASH ENHANCEMENT \(10 minutes\)](#)**5.6 Esthetician Written****90 minutes • 110 questions • passing score 75**Complete NIC Candidate Information Bulletin: [English](#) · [Español](#) · [Tiếng Việt](#) · [한국어](#)

10 questions are unscored pilot questions and won't count toward your score.

Select a subject area to open its detailed outline online.

Content Area	% of Questions
1. SCIENTIFIC CONCEPTS (55%)	55%
2. SKIN CARE AND SERVICES (45%)	45%
Total questions	110

5.7 Hair Design Practical**235 minutes • passing score 75**Complete NIC Candidate Information Bulletin: [English](#)

Select a subject area to open its detailed outline online.

Content Area
1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)
2. THERMAL CURLING (10 minutes)
3. HAIRCUTTING (35 minutes)
4. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)
5. CHEMICAL WAVING (20 minutes)
6. PREDISPOSITION TEST AND STRAND TEST WITH SIMULATED PRODUCT (10 minutes)
7. HIGHLIGHTING WITH FOIL, VIRGIN APPLICATION WITH COLORED SIMULATED PRODUCT (15 minutes)
8. HAIR COLOR RETOUCH WITH COLORED SIMULATED PRODUCT (10 minutes)
9. VIRGIN HAIR RELAXER (NO BASE) APPLICATION WITH SIMULATED, COLORED PRODUCT (15 minutes)
10. BLOOD EXPOSURE PROCEDURE (10 minutes)

5.8 Hair Design Written**90 minutes • 110 questions • passing score 75**Complete NIC Candidate Information Bulletin: [English](#) · [Español](#) · [Tiếng Việt](#) · [한국어](#)

10 questions are unscored pilot questions and won't count toward your score.

Select a subject area to open its detailed outline online.

Content Area	% of Questions
1. SCIENTIFIC CONCEPTS (45%)	45%
2. HAIR CARE AND SERVICES (55%)	55%
Total questions	110

5.9 Instructor Practical

90 minutes • passing score 75

Complete NIC Candidate Information Bulletin: [English](#) · [Español](#) · [Tiếng Việt](#) · [한국어](#)

Select a subject area to open its detailed outline online.

Content Area
Lesson Plan
Theory Lecture
Demonstration

5.10 Instructor Written

90 minutes • 85 questions • passing score 75

Complete NIC Candidate Information Bulletin: [English](#) · [Español](#) · [Tiếng Việt](#) · [한국어](#)

10 questions are unscored pilot questions and won't count toward your score.

Select a subject area to open its detailed outline online.

Content Area	% of Questions
Instruction Planning	33%
Instruction Methods	33%
Theory and Practical Classroom	33%
Total questions	85

5.11 Manicurist Practical

149 minutes • passing score 75

Complete NIC Candidate Information Bulletin: [English](#) · [Español](#) · [Tiếng Việt](#) · [Русский](#) · [한국어](#)

Select a subject area to open its detailed outline online.

Content Area
1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)
2. BASIC WATER MANICURE AND POLISH APPLICATION (20 minutes)
3. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES (10 minutes)
4. FULL-WELL NAIL TIP APPLICATION AND BLENDING (15 minutes)
5. SCULPTURED NAIL (20 minutes)
6. REMOVAL OF SCULPTURED NAIL (20 minutes)
7. BLOOD EXPOSURE PROCEDURE (Examined individually)

5.12 Manicurist Written

90 minutes • 110 questions • passing score 75

Complete NIC Candidate Information Bulletin: [English](#) • [Español](#) • [Tiếng Việt](#) • [Русский](#) • [한국어](#)

10 questions are unscored pilot questions and won't count toward your score.

Select a subject area to open its detailed outline online.

Content Area	% of Questions
1. SCIENTIFIC CONCEPTS (40%)	40%
2. NAIL TECHNOLOGY PROCEDURES (60%)	60%
Total questions	110

5.13 Master Esthetician Practical

125 minutes • passing score 75

Complete NIC Candidate Information Bulletin: [English](#) • [Español](#) • [Tiếng Việt](#) • [한국어](#)

Select a subject area to open its detailed outline online.

Content Area
1. WORK AREA AND CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)
2. CLEANSING OF THE FACE WITH PRODUCT (10 minutes)
3. MANUAL LYMPHATIC DRAINAGE (10 minutes)
4. PARTICLE MICRODERMABRASION ON THE FOREHEAD (10 minutes)
5. LED TREATMENT (10 minutes)
6. WORK AREA AND NEW CLIENT PREPARATION, AND SET UP OF SUPPLIES (15 minutes)
7. ULTRASONIC TREATMENT FOR EXFOLIATION OF THE FOREHEAD AND UPPER LIP (10 minutes)
8. MICROCURRENT TREATMENT FOR LIFT TO THE UPPER ORBICULARIS OCULI (10 minutes)
9. ALPHA HYDROXY ACID (AHA) TREATMENT (10 minutes)
10. BODY TREATMENT - DRY EXFOLIATION AND MUD MASK (15 minutes)
11. BLOOD EXPOSURE PROCEDURE (10 minutes)

5.14 Master Esthetician Written

90 minutes • 110 questions • passing score 75

Complete NIC Candidate Information Bulletin: [English](#)

10 questions are unscored pilot questions and won't count toward your score.

Select a subject area to open its detailed outline online.

Content Area	% of Questions
1. SCIENTIFIC CONCEPTS	30%
2. ESTHETICS ADVANCED PRACTICE SERVICES	70%
Total questions	110

TRANSLATION DICTIONARIES

The National Interstate Council of State Boards of Cosmetology (NIC) is the owner of the national examinations and permits "word to word" translation dictionaries ONLY, they may not contain any pictures or definitions or phrases. The practical exam is offered by NIC in English only. The written exam is offered in additional languages that may be selected when you apply with Prov.

Translation dictionaries are permitted ONLY at the 8 "Prov Testing Centers" listed in this bulletin.

The following word-to-word translation dictionaries are available to be reserved upon request:

Russian

Tagalog

Afrikaans

German

Japanese

Hindi

French

Khmer (Cambodian)

Arabic

If the language you need is not listed, you may include the language in your request for a translation dictionary.

To request to reserve a translation dictionary for your theory exam, candidates should complete and submit this translation dictionary request form:

WA Translation Dictionary Request Form

Submit your request for use of a dictionary for your theory exam to proctorsupport@provexam.com

Requests must be submitted and confirmed the dictionary is available prior to scheduling your written exam.

6. Exam Day Rules and Procedures

What to bring, what to leave behind, and the rules every candidate must follow on exam day.

6.1 Check-in deadline

The doors to each testing center will open at least 15 minutes before all scheduled testing appointments to check candidates into the testing center. You should plan to arrive early to make sure you are seated by the time the testing begins. If you arrive late, AND the testing session has already begun, YOU WILL BE TURNED AWAY, will forfeit your exam fee, and will be required to reschedule for a future testing date.

6.2 Proof of identity

You will be required to show government-issued, photo-bearing identification that includes your signature. Your first and last name on your ID MUST match the name on your admission documents. The photo-bearing ID must be current and valid. Forms of valid photo-bearing ID are a driver's license, passport, or military ID. Temporary IDs must have a photo to be accepted. Expired IDs will NOT be accepted. Please contact Prov in advance of your exam date if you have any questions regarding your photo ID. You will also be required to sign a testing center log and will be photographed by the testing center staff. If you cannot produce a valid government-issued photo ID, refuse to participate in signing as instructed or refuse to be photographed, you will be dismissed from the testing center and forfeit all testing fees for that testing session.

Government issued Photo ID is Mandatory, no exceptions. Allow Temporary ID or Driver's License (paper with photo) For Passport or Military IDs - If no signature candidate may present signature on a library card, student ID or credit card.

6.3 Prohibited items

No cameras, recorders, cell phones, computers, pagers, tablet computers, music players, smart watches, radios, electronic games, or any other electronic devices are allowed in the testing room. Talking and smoking are not allowed in the testing room.

Additionally, other personal items such as purses, notebooks, references or study materials, briefcases, backpacks, wallets, pens, pencils, other writing devices, food or any other items should be placed in secure storage at the testing facility.

For exam security you may also be asked to remove articles of clothing that may pose a security risk such as the following:

- Bulky clothing, scarves, hoodies, shawls, vests, jackets, coats, and so forth.
- Hats or headgear not associated with religious reasons.
- Any other clothing or device that may be interpreted as having the potential to compromise the testing process.

Important

We ask that you leave all unauthorized materials in your car or vehicle. If you are caught using unauthorized materials during testing, these materials will be confiscated, your testing will be terminated with your exam fee forfeited, and the State will be notified of your dismissal from the exam.

6.4 Visitors

No one other than the candidate will be allowed in the testing room.

6.5 Unethical conduct

Any individual caught giving or receiving assistance during or after the examination or caught using unauthorized materials during the examination will be reported directly to the Board. Those caught in the act of cheating will be dismissed from the examination and their testing results will be frozen. Furthermore, the candidate will forfeit the examination fees paid. Finally, anyone caught with exam questions in their possession, either during or following the examination will be prosecuted by Prov for theft of copyrighted testing materials.

6.6 Candidate civility expectations

We understand that taking an exam can be stressful. Sometimes this stress may cause someone to visibly show their frustration during or after the testing event. While we understand the sources of stress, we find any action that threatens our proctors or examiners to be unacceptable. If a candidate verbally or physically threatens or assaults any of our proctors or examiners, that candidate may be banned from testing for a time. The candidate's actions will be reported to the licensing Board or agency. If any physical harm occurs, civil action may also be taken against the candidate.

7. Results, Retesting, and Exam Challenges

7.1 Results reporting

Results are not provided at the testing site. Prov releases your score report within 1 day of your examination, emails it to the address on your registration, and forwards your results to your licensing authority.

7.2 Retesting

There is no limit to the number of attempts allowed on a single approval. If you do not pass, you must wait 1 day before retesting. After your third failed attempt, you must wait 1 day before each further attempt.

Candidates cannot retake an exam once they have passed unless required by their licensing authority.

8. Non-Discrimination and ADA Accommodations

8.1 Prov's non-discrimination statement

Prov provides equal access to its exams and testing programs for all eligible persons. Although individual jurisdictions that Prov represents are wholly responsible for determining eligibility of candidates, it is the policy of Prov to maintain an environment free of discrimination and to prohibit discrimination and harassment against any person on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and veteran, marital or family status.

Harassment of Prov program participants, proctors, staff or candidates will not be tolerated. If candidates wish to express concerns about discrimination, they should contact Prov at (801) 733-4455 or write to: Prov, Inc., 200 W Civic Center Dr, Suite 160, Sandy, UT 84070.

8.2 Americans with Disabilities Act accommodations

Prov complies with the Americans with Disabilities Act (ADA) in providing special accommodations. Written documentation from a licensed physician or psychologist documenting the disability and the recommended accommodations is required, and Prov will work directly with you to arrange the approved accommodations.

To learn more or request an accommodation, visit our ADA Accommodations page at provexam.com/ada-accommodations.

Note

Accommodations will not be provided based solely on a candidate's inability to read and comprehend English.

9. Washington Testing Site Locations

The following are the testing sites where you may schedule to take your examinations in Washington. Written examinations may be taken at any of these sites or at any Prov testing center in the United States. Practical examinations are given only at the sites marked "Practical" or "Theory & Practical" below.

Note that sites may change as needed. Please refer to the current online scheduling system at provexam.com to find available testing times for each location.

Prov has **20** testing centers in Washington, located in the following cities:

Bellevue, Bellingham, Burlington, Centralia, Ellensburg, Everett, Federal Way, Fife, Kent, Kirkland, Liberty Lake, Olympia, Pasco, Renton, Richland, Spokane, Vancouver and Yakima

No.	City	Testing Center	Address	Testing Center Type
1	Bellevue	Brainseed Testing Center - Bellevue	4122 Factoria Blvd. S.E, Suite 303 Testing Center Bellevue, WA 98006	Theory
2	Bellingham	Western Washington University	333 32nd Street Testing Center, MS - 1410 Bellingham, WA 98225	Theory
3	Burlington	Prov Testing Center - Burlington (Skagit County)	Cascade Plaza 145 Cascade Place - Suite 106 Burlington, WA 98233	Theory & Practical

No.	City	Testing Center	Address	Testing Center Type
4	Centralia	Centralia College	515 W Pear Street Testing Center - Kirk Library Building Centralia, WA 98531	Theory
5	Ellensburg	Central Washington University	400 E. University Way Bouillon Hall - Room 125 Ellensburg, WA 98926	Theory
6	Everett	Brainseed Testing Center - Everett	1010 SE Everett Mall Way, Suite 208 Testing Center Everett, WA 98208	Theory
7	Federal Way	Pacific Northwest Testing & Assessment Services, LLC.	33801 1st Way South Testing & Assessment Center - Suite 231 Federal Way, WA 98003	Theory
8	Fife	Prov Testing Center - Fife (Pierce County)	Pacific Plaza 4500 Pacific Hwy E - Suite D Fife, WA 98424	Theory & Practical
9	Kent	Prov Testing Center - Kent (King County - Seattle area)	Valley Crossings 331 Washington Avenue South - Suite B-03B Kent, WA 98032	Theory & Practical
10	Kirkland	Lake Washington Institute of Technology	11605 132nd Avenue NE Student Services Kirkland, WA 98034	Theory
11	Liberty Lake	Tactix of Liberty Lake	22910 E Appleway Avenue Testing Services - Suite 3 Liberty Lake, WA 99019	Theory
12	Olympia	Prov Testing Center - Olympia (Thurston County)	Capital Village 400 Cooper Point Rd SW - Suite 105 Olympia, WA 98502	Theory & Practical
13	Pasco	Charter College	5278 Outlet Drive Testing Center Pasco, WA 99301	Theory
14	Pasco	Prov Testing Center - Pasco (Franklin County)	Prime Court St. Retail 2735 W Court St - Suite A Pasco, WA 99301	Theory & Practical
15	Renton	Renton Technical College	3000 NE 4th Street Testing Services - RTC Library, Building C, 2nd Floor Renton, WA 98056	Theory
16	Richland	Tri-Cities Testing Center	3100 George Washington Way Testing Center - Suite #135 Richland, WA 99354	Theory
17	Spokane	Prov Testing Center - Spokane (Spokane County)	10414 W Hwy 2 - Suite 8 Crosspointe Plaza Spokane, WA 99224	Theory & Practical

No.	City	Testing Center	Address	Testing Center Type
18	Vancouver	Prov Testing Center - Vancouver	8801 NE Hazel Dell Ave, Suite J109 Vancouver, WA 98665	Theory & Practical
19	Yakima	Brainseed Testing Center - Yakima	3611 River Road Testing Center - Suite 120 Yakima, WA 98902	Theory
20	Yakima	Prov Testing Center - Yakima (Yakima County)	2402 S 1st St - Suite 102 Yakima, WA 98903	Theory & Practical

10. Testing Rules and System Navigation

Please take a moment to read the following information. If you have any questions, please let your proctor know. Failure to follow these testing rules can have serious consequences.

Be advised, the testing center and testing room may be under video surveillance.

10.1 Testing rules

- Be courteous and do not disturb others.
- After you are seated, follow all the instructions given and verify the information presented to you. This information will include your name, candidate ID, exam name, and occasionally additional testing materials such as graphics.
- If you leave the testing room during the exam, you must notify your proctor and turn in all your testing materials.
- You may take up to 1 break during your examination. Please note that when you take a break you will not be able to change any answers to questions you have previously seen or review any prior answers to questions.
- If you take a restroom break the exam time will continue to countdown and the lost time cannot be recovered.
- If your computer freezes, shuts down, or will not move to the next question notify your proctor immediately and they will be able to restart your exam without loss of available testing time.
- At the end of your exam, remain seated, raise your hand and wait for the proctor to start the check-out process with you. Once all testing materials have been accounted for by your proctor, you may collect your belongings and leave the testing center.
- Please visit provexam.com and select "Learn About My Exam" for additional information.

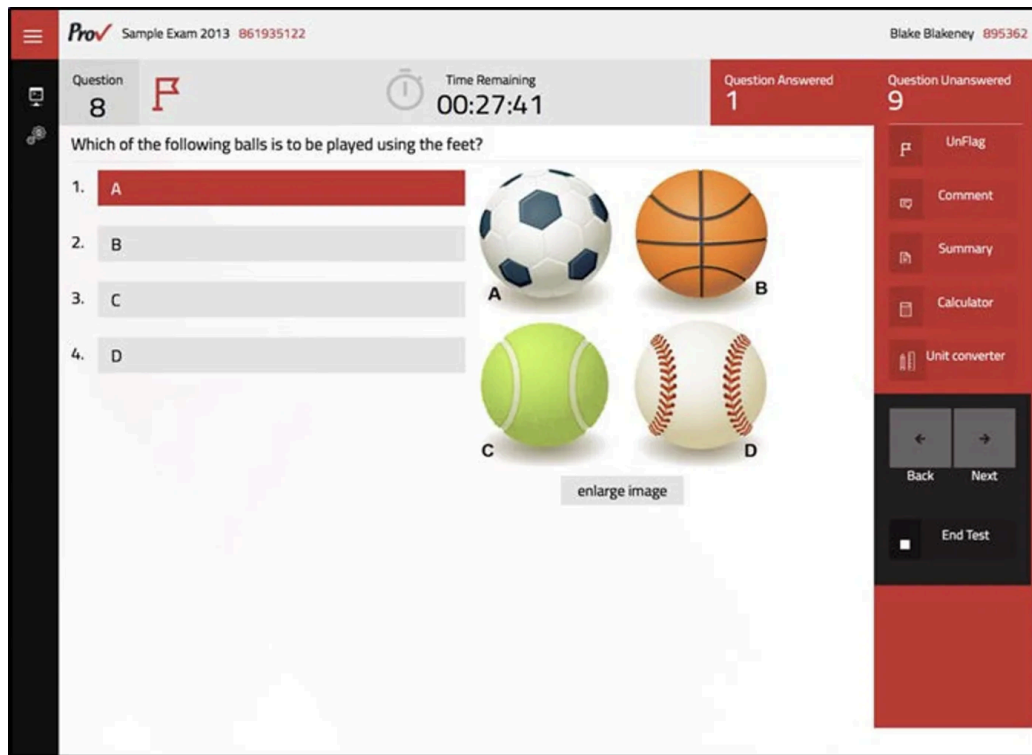
- | | |
|--------------------------------|--------------------------|
| ■ No Talking | ■ No Eating |
| ■ No Drinking | ■ No Tobacco Use |
| ■ No Electronic Devices | ■ No Visitors |
| ■ No Cheating | ■ No Taking Notes |

Important — Unethical behavior

Individuals caught giving or receiving assistance during or after the examination, or caught using unauthorized materials during the examination will be reported to the Board. Those caught in the act of cheating will be dismissed from the examination and their testing results will be frozen. Furthermore, the candidate will forfeit the examination fees paid. Finally, anyone caught with exam questions in their possession, either during or following the examination will be prosecuted by Prov for theft of copyrighted testing materials.

10.2 Computer testing navigation

Please review the following guide to understand how to navigate the Prov computer-based testing system.



Feature	How it works
Total number of questions	Indicated in the upper right-hand corner of the screen.
Available time	Posted in hours and minutes. The exam will end automatically when Time Remaining reaches 0:00.
Selecting your answer	Use your mouse to select a number (1 , 2 , 3 , or 4). The answer is highlighted (or checked) when selected. You may change your selected answer for any question until the exam is over. If you do not know the answer to a question, it is to your advantage to guess, since there is no penalty for a wrong answer.
Tracking difficult questions	Press the Flag Button to help you keep track of questions you wish to return to at a later time. Flagging questions has no impact on scoring. Press the button again to Unflag the question. You may see which questions have been flagged by clicking Summary .
Question comments	During the assessment, if you have a question or concern about a particular exam question, the proctor cannot answer questions about exam content; however, you can send a comment to Prov's Test Development Department by clicking the Comment button. Please leave a specific description. Staff will process your comments within two weeks.
Moving to a different question	Use your mouse to select the Next or Back buttons. Press Next to move forward. Press Back to move backward. You may also use your arrow keys (← →) to move forward and backward through the exam.
Reviewing your progress	Press the Summary button to see a table indicating which questions are unanswered or which you have flagged.

Feature	How it works
Ending the exam early	Press End Test button when you are ready to leave the exam. It is recommended that you review your exam and verify there are no unanswered questions prior to ending the exam.

11. Revision History

The table below lists every revision to this bulletin, most recent last.

Version	Date	Description of Change	Prepared By
1.0	October 21, 2026	Initial release of the redesigned candidate bulletin (WA CIB 2026.10.21).	Prov, Inc.

In the next few days, Prov will email you a link to our candidate experience survey, please let us know how we did!