

## Competency Card Testing Information

Computer testing is administered by Pearson VUE frequently at over 350 sites across the nation. Pearson VUE test dates and sites can be found on their website at [www.pearsonvue.com](http://www.pearsonvue.com)

It is your responsibility to read the Examination Information Bulletin for important information on examination requirements, procedures, and references allowed during the examination administration. Bulletins can be found at the link below [http://www.iccsafe.org/wp-content/uploads/CO\\_MN-Minneapolis.pdf](http://www.iccsafe.org/wp-content/uploads/CO_MN-Minneapolis.pdf)

### How do I schedule a test?

Examinations are scheduled online at [www.pearsonvue.com/icc](http://www.pearsonvue.com/icc) Follow the directions under “Contractor/Trade Licensing.”

You may also schedule an examination over the phone by contacting Pearson VUE at 1-877-234-6082, following the scheduling procedures listed in the Examination Information Bulletin.

**Prepayment is required to schedule an examination through any of the above methods.**

**You must bring your Notification of Exam Approval issued by the City of Minneapolis with you to the testing facility.**

### How do I Obtain My Comp Card?

Upon passing the exam, mail a copy of your exam score report with a check for \$30.00 made payable to **Minneapolis Finance** Department to:

City of Minneapolis Comp Cards  
505 South 4th Avenue, Room 220  
Minneapolis, MN 55415