CISA/CRISC/CISM/CGEIT/CDPSE Scheduling Guide

To be eligible to take the CISA, CRISC, CISM, CGEIT or CDPSE exam, candidates must first register. Further details regarding the exams can be found in the Exam Candidate Information Guide. Once you have registered and paid for the exam you will receive a notification by email that you are eligible to schedule your appointment. Please follow the below instructions to schedule or reschedule your exam appointment.
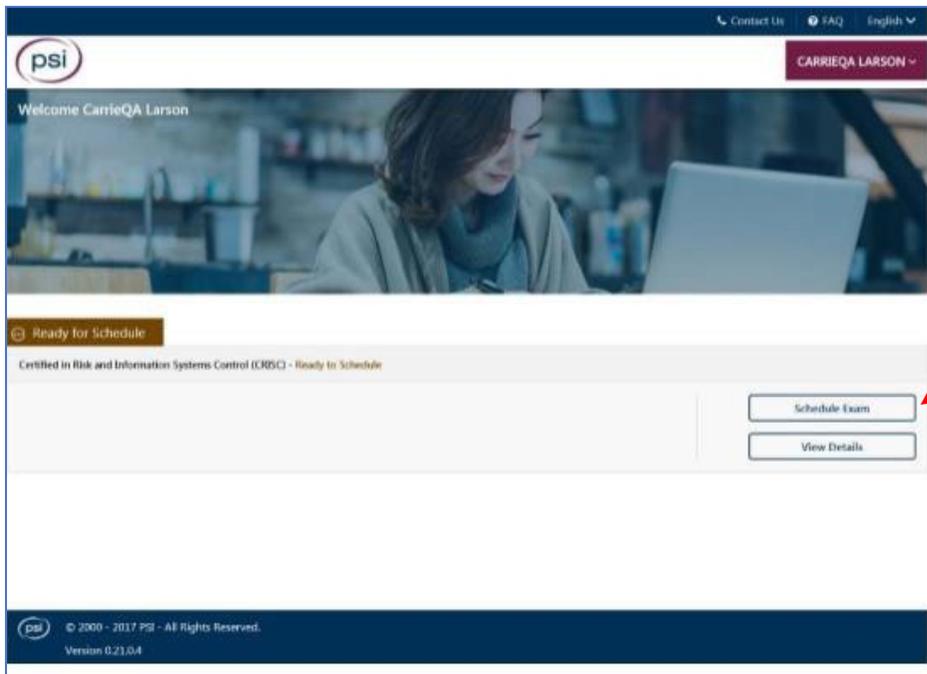
- Scheduling
- Rescheduling
- Cancelling
- Print/View Exam Acknowledgement
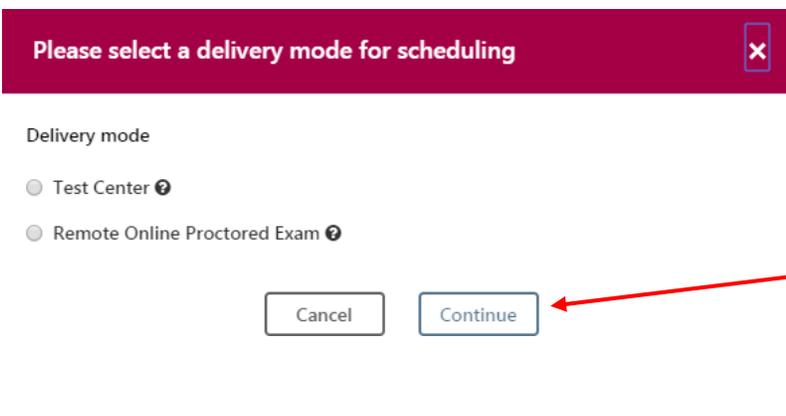- PSI Contact Information

Scheduling

1. To schedule your exam please log-in to your ISACA profile at www.isaca.org/MyISACA and click on the "Certifications & CPE Management" tab. Scroll down until you find the exam that you registered for.

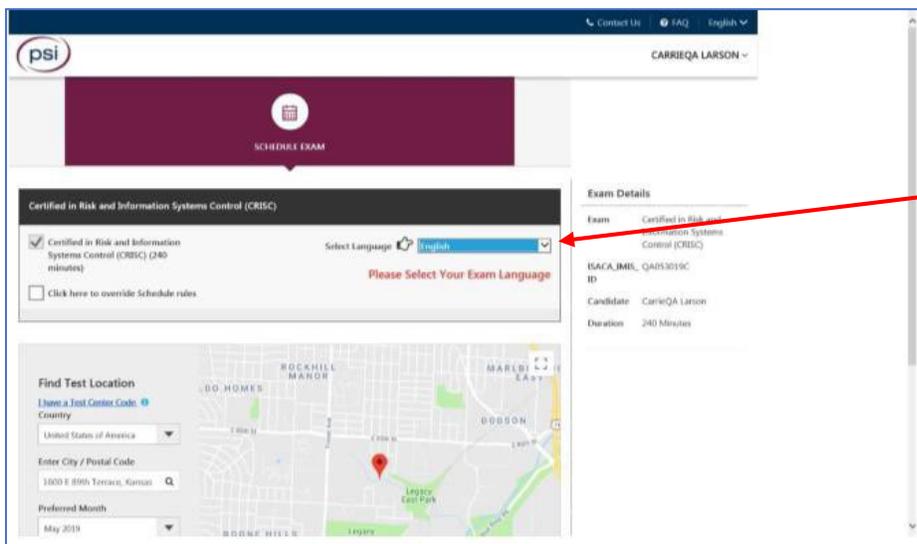2. Click on the Schedule Your Exam button.

3. You will be taken to the PSI scheduling platform.

4. Select Schedule Exam.

5. Select your delivery mode: In-Person Test Center or Online Remote Proctored. Click Continue.

6. Select the correct exam language from the drop-down menu.

Find Test Location

I have a Test Center Code ⓘ

Country

United States of America ▼

Enter City / Postal Code

7319 W 81st St, Overland Pa 🔍

Preferred Month

June 2019 ▼

Search Exam Center

7. Enter your preferred country, city or postal code, and month. Click Search Exam Center.

Search Exam Center

Exam Center Address ↕	Distance ↓≡	First Available Date ↕
1. **OVERLAND PARK**		
8001 College Blvd Suite 285 Overland Park KS US 66210	4.4 miles	19 June 2019 ⌄

June 2019 ▼ ＞

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						

Available Start Time(s) for 19 June 2019

08:00 AM   01:00 PM

■ Available Dates ■ Selected Date

2. Olathe - Kansas City Aviation Center.*
15325 South Pflumm Bldg #1 Johnson Co. Executive Airport Olathe KS   11.72 miles   19 June 2019 ⌄

8. Click your preferred exam location from the search results to view the available dates and times.

9. After choosing a location, select the date and time of your choice.

10. Scroll down and click Continue.

Version 05.22

Confirm Schedule Details and Proceed
Certified Information Systems Auditor (CISA)

Exam Center	Scheduled Date	Start Time	EXAM DURATION
OVERLAND PARK 8001 College Blvd Suite 285 Overland Park, KS, US 66210	Jun 29, 2019	01:00 PM (Time Zone: America/Chicago)	240 Minutes

Change   Continue

11. Review your Schedule Details. If everything is correct, click Continue.

Kansas City Aviation Center.
South Pflumm Bldg #1 Johnson Co. Executive Airport Olathe KS   11.72 miles   19 June 2019
5062

tone,
Antioc

nattan
Anders

City
N Dennis Weaver Dr. Webb City MO US 64870   126.9 miles   19 June 2019

Success

Booking created successfully

Close

12. If this pop-up Success box does not close automatically, click Close.

13. View your schedule details.


14. From here you may print your exam schedule details, reschedule, or cancel your exam appointment.

Please note: The system compatibility check only applies to remotely proctored exams. Please run a System Compatibility Check to ensure your device will support online proctoring prior to the exam date.
System Requirements

15. You will receive a confirmation email from PSI at the email address on file with ISACA.

Thank you for scheduling your ISACA exam with PSI

NR   no-reply@psiexams.com
To ▮▮▮▮▮▮▮▮▮▮▮▮
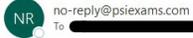
↩ Reply   ↩ Reply All   → Forward   ⋯
Thu 12/30/2021 11:39 AM

Dear▮▮▮▮▮▮

Thank you for scheduling your ISACA exam with PSI. Your exam appointment is confirmed. Please take a moment to review this email for important information regarding your exam.

The following are the details of your scheduled test session:

Appointment Confirmation
Exam Name: Certified Information Security Manager (CISM) (English)

Exam Date: 13 February 2022

Exam Start Time: 10:00 AM / 10:00 Europe/London
Exam Duration: 240 minutes

Exam Location:

Online

You must have the following **Mandatory Form of Identification** to present to the remote proctor prior to exam launch. All information must be demonstrated by a single form of identification and cannot be handwritten. If there is any doubt surrounding your identity, you will be turned away from the test and will forfeit your exam fees.

Identification:

1. All Candidates MUST present ONE form of identification. All identification presented must be current or unexpired and contain a photo and signature.
2. Acceptable forms of identification include: Driver's License, State identity card (non-driver license), Passport, Passport card, Military ID, Green card, Alien registration, Permanent resident card, or National identification card.
3. IMPORTANT: If the name listed within this email does not match the name on your government issued identification that will be presented on exam day, please cancel your scheduled appointment and contact ISACA's Customer Experience Center immediately. ISACA will assist you with updating your name and sending PSI the correct information. If you attempt to check-in for your exam with identification that does not match the name in this email, you will be denied the ability to take the exam and will forfeit all exam registration fees.

Please arrive to your exam 10 minutes prior to your start time. Candidates that wish to reschedule, change their name, exam language, or exam type **MUST** do so **NO later than 48 hours prior** to the original test date.

Candidates should review their Exam Guide for further information and exam day rules.

Sincerely,
PSI Customer Service

ISACA.support@psionline.com

+1 (855) 768-1150

Please do not reply to this email. This mailbox is not monitored.

**For additional scheduling support, you may also reach out to our exam vendor PSI at
ISACA.support@psionline.com or click here for the phone number in your region.**

Rescheduling

Note: All rescheduling and cancelling of testing appointment must be done a minimum of 48 hours prior to your originally scheduled appointment. After this point, candidates must either take the exam as scheduled or forfeit their registration fees.

1. To reschedule your exam please log-in to your ISACA profile at www.isaca.org/MyISACA and click on the "Certifications & CPE Management" tab.

2. Click the Take, Reschedule or Cancel Exam link.

3. You will be taken to the PSI scheduling platform.
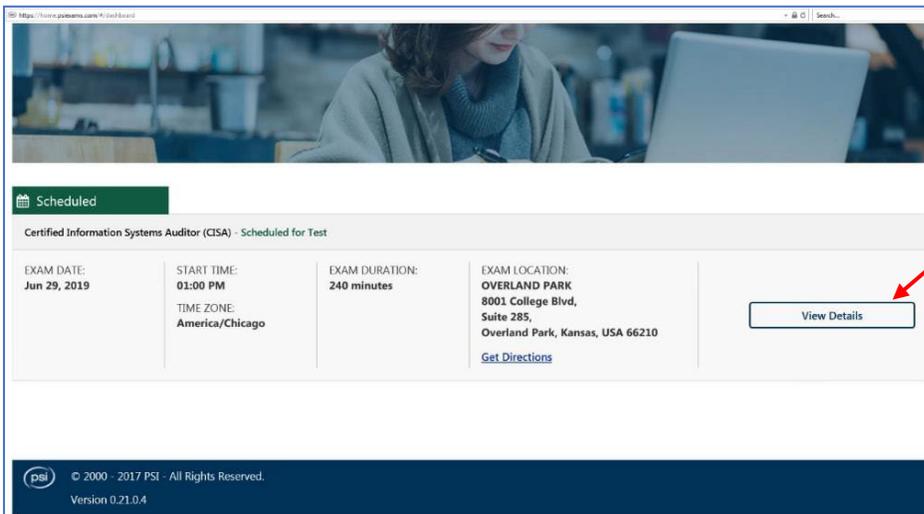
4. Click View Details to begin rescheduling.

5. Click Reschedule.

Reschedule Exam
Certified Information Systems Auditor (CISA)

Exam Center	Scheduled Date	Start Time
OVERLAND PARK	Jun 29, 2019	01:00 PM
8001 College Blvd		(Time Zone: America/Chicago)
Suite 285		
Overland Park, Kansas, USA 66210		

Are you sure you want to reschedule the exam?

No, don't reschedule the exam   Yes, reschedule the exam

7. Click Yes, reschedule the exam.

Please note: Your current exam appointment will not be cancelled until you choose a new exam date.

8. To finish rescheduling your exam, refer to step 5 of the Scheduling instructions above.

For additional scheduling support, you may also reach out to our exam vendor PSI at ISACA.support@psionline.com or click here for the phone number in your region.
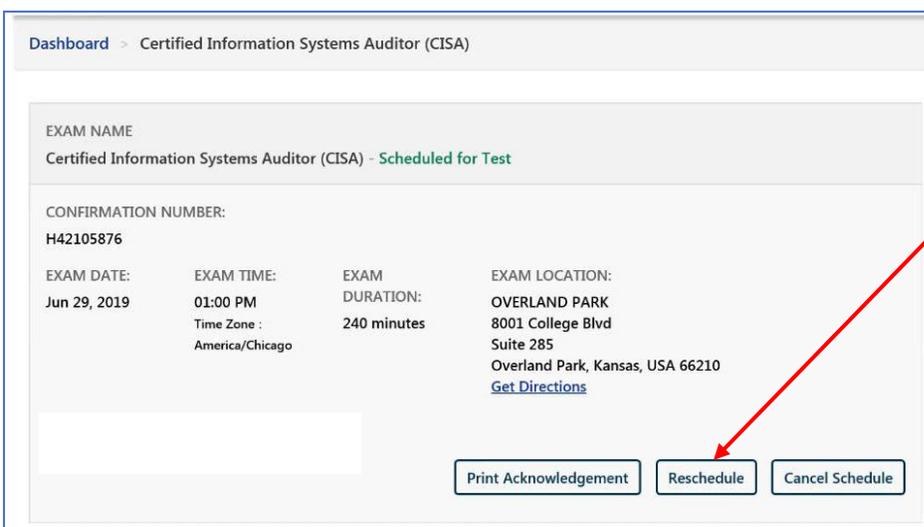
Cancelling

Note: All rescheduling and cancelling of testing appointment must be done a minimum of 48 hours prior to your originally scheduled appointment. After this point, candidates must either take the exam as scheduled or forfeit their registration fees.
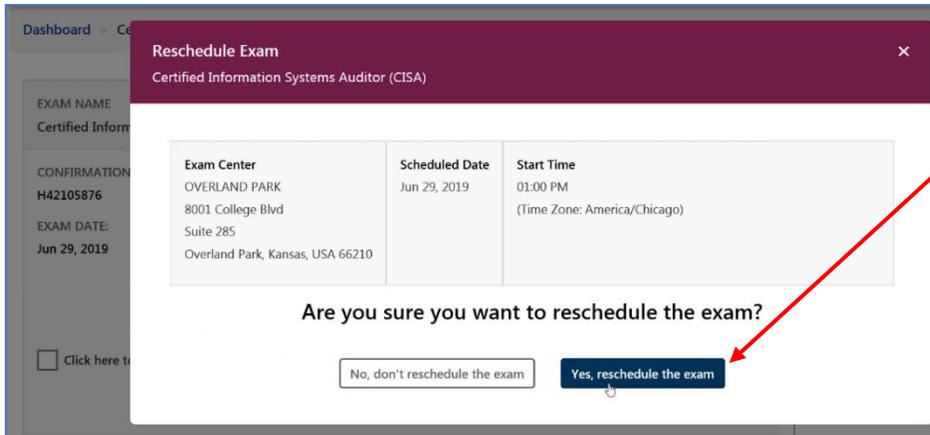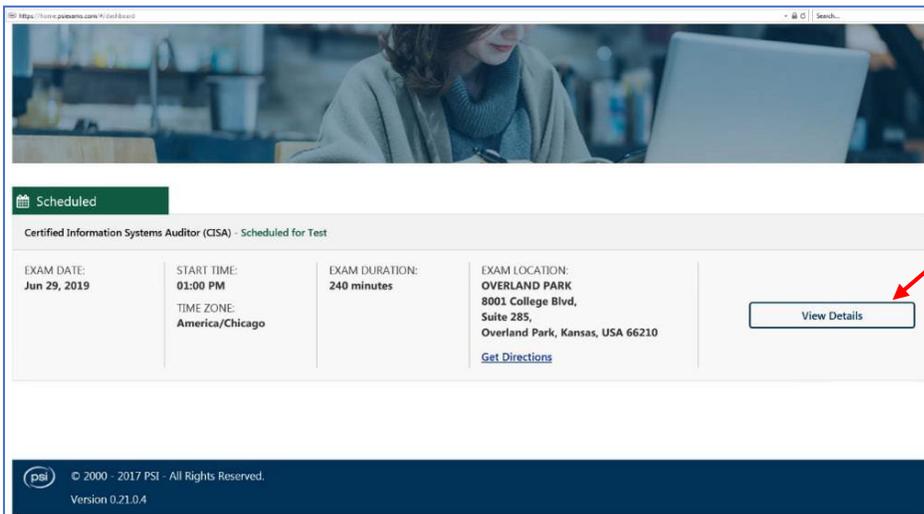
1. To cancel your exam please log-in to your ISACA profile at www.isaca.org/MyISACA and click on the "Certifications & CPE Management" tab.

2. Click the Reschedule or Cancel Exam link.

3. You will be taken to the PSI scheduling platform.

4. Click View Details to begin cancelling.
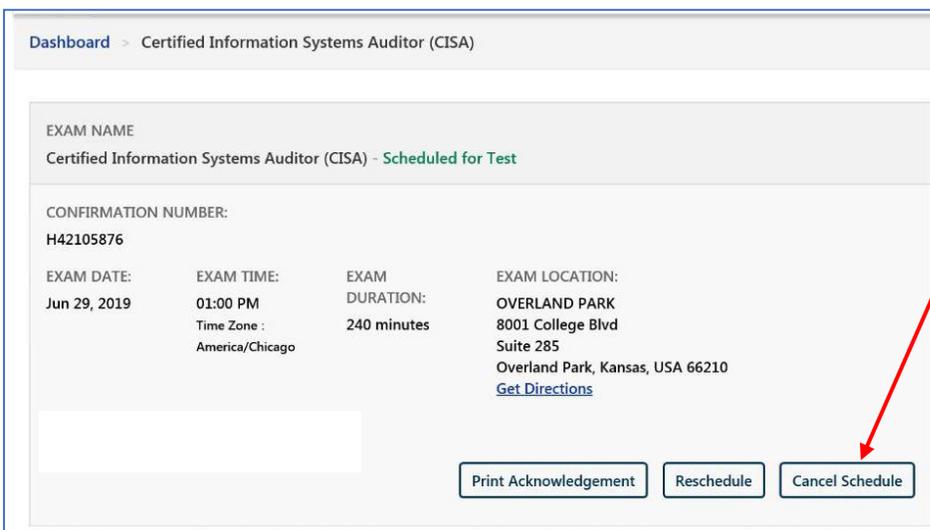
5. Click Cancel Schedule.

6. Click Yes, cancel my scheduled exam.

7. View the cancellation confirmation and click Close.

8. If you need to reschedule your exam after cancelling, click Schedule Exam and refer to step 5. of the Scheduling instructions above.

Print/View Exam Acknowledgement

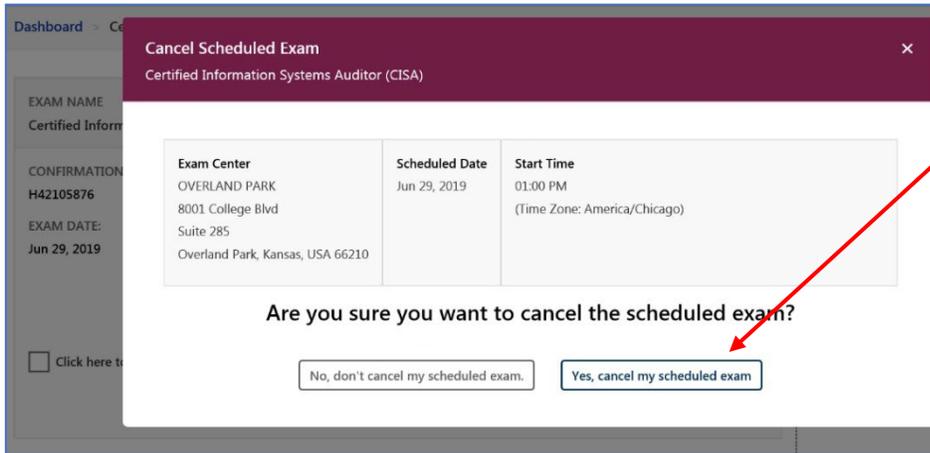1. To print or view your Exam Acknowledgement please log-in to your ISACA profile at www.isaca.org/MyISACA and click on the "Certifications & CPE Management" tab.

2. Click the Reschedule or Cancel Exam link.
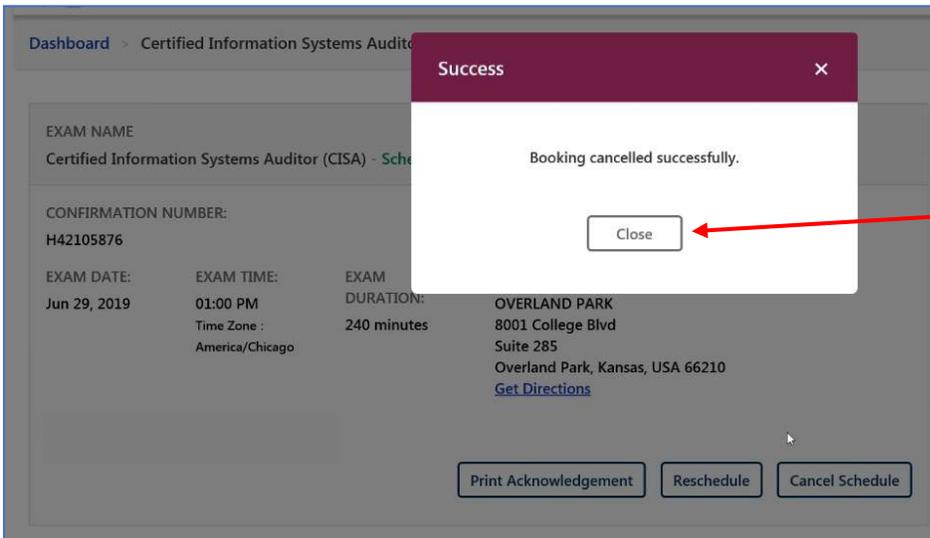
3. You will be taken to the PSI scheduling platform.
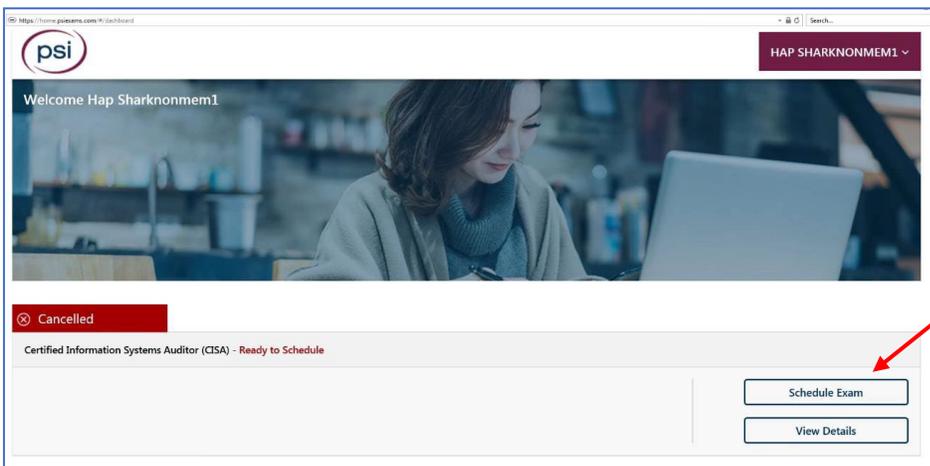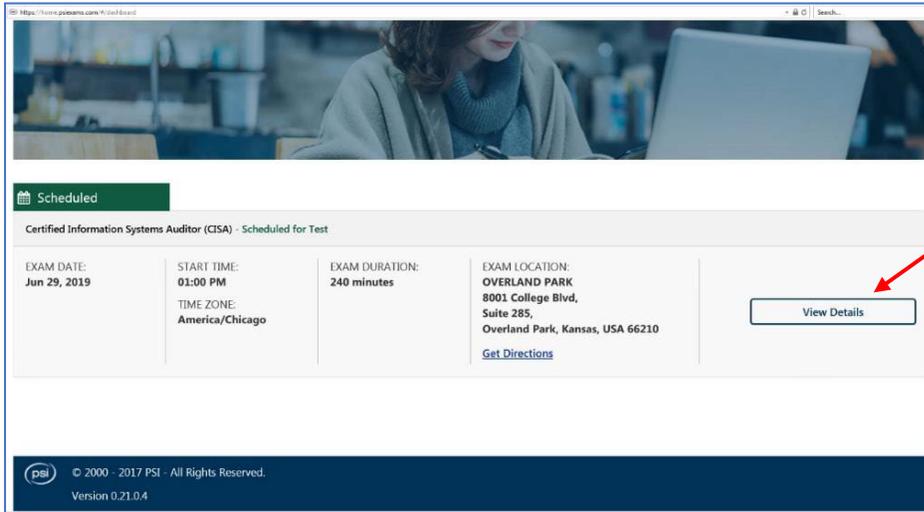

4. Click View Details to begin.
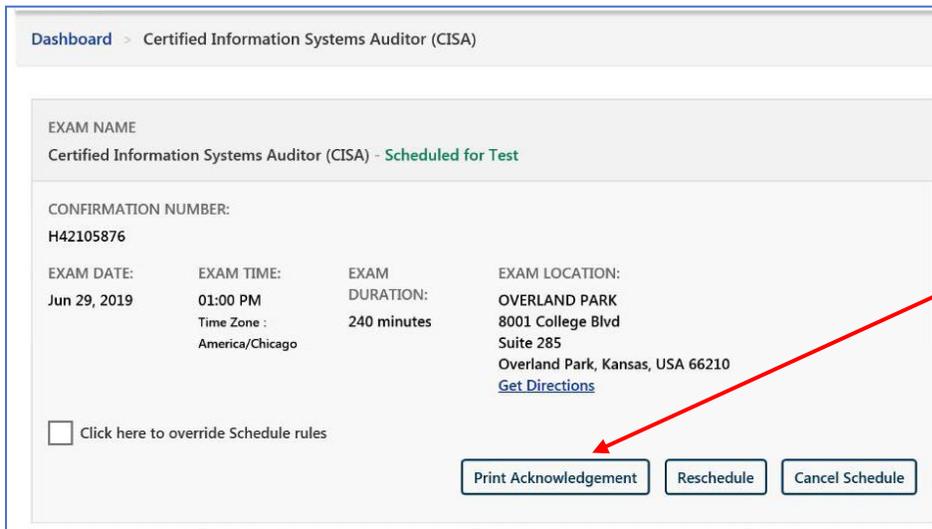
5. Click Print Acknowledgement.

Print Acknowledgement ×

psi   Certified Information Systems Auditor (CISA)

SPONSOR   ISACA   EXAM TIME   03:00 PM
                                                        Time Zone : America/Los_Angeles
CONFIRMATION   T42106105
NUMBER   EXAM DURATION   240 minutes

EXAM DATE   Jun 07, 2019   EXAM LOCATION   0-PSIQA(USA) Offsite Dummy Test
                                                        Center

                                                        Burbank, California, USA 91505

Security Procedures   **Required Identification Documents**

Please note that smoking, eating, or drinking is not allowed   Government-issued ID
while taking your exam.

If you are taking your exam via Web Delivery, note the
following:

  • You must take your exam in a private room, free from
    distractions.
  • To check your system compatibility, please visit the
    following link and follow the directions provided:
    System Compatibility Link

Directions to exam center

                    Close   Print

6. Click Print
and follow your
usual printing
process on your
device.

For additional scheduling support, you may also reach out to our exam vendor PSI at
ISACA.support@psionline.com or **click here** for the phone number in your region.

PSI Contact Phone Numbers

GET IN TOUCH

PSI Services
3210 East Tropicana
Las Vegas NV-89121

CUSTOMER SERVICE

United States
Phone:(855) 768-1150
Email:ISACA.support@psionline.com

Specific Country
Country / Location:Australia
Phone:1800-290-545
Email:ISACA.support@psionline.com

Country / Location:Brazil
Phone:0800-892-4336
Email:ISACA.support@psionline.com

Country / Location:China
Phone:400-1-400-120-0377
Email:ISACA.support@psionline.com

Country / Location:Germany
Phone:0800-180-3394
Email:ISACA.support@psionline.com

Country / Location:India
Phone:000-800-040-2059
Email:ISACA.support@psionline.com

Country / Location:Japan
Phone:0066-33-821-817
Email:ISACA.support@psionline.com

Country / Location:Korea, Republic of
Phone:00308-133-142
Email:ISACA.support@psionline.com

Country / Location:Singapore
Phone:800-1302-289
Email:ISACA.support@psionline.com

Country / Location:United Kingdom
Phone:0800-210-0978
Email:ISACA.support@psionline.com