

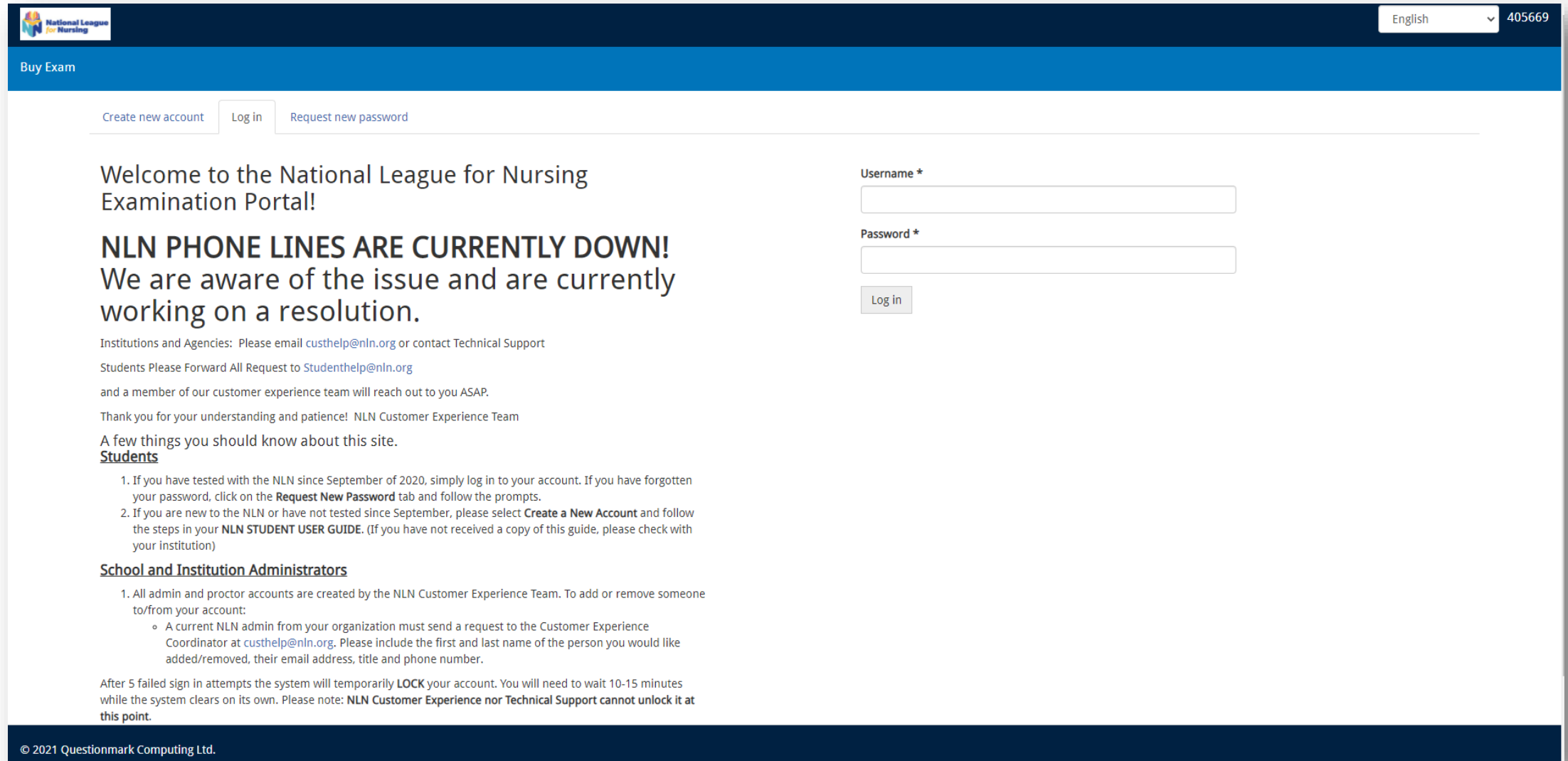
# NLN NACE Prep Material Purchasing Guide


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# 1. Log into the RCC NLN Portal:

<https://ondemand.questionmark.com/home/405669/user/>



 English 405669

Buy Exam

Create new account Log in Request new password

Welcome to the National League for Nursing Examination Portal!

**NLN PHONE LINES ARE CURRENTLY DOWN!**  
We are aware of the issue and are currently working on a resolution.

Institutions and Agencies: Please email [custhelp@nlm.org](mailto:custhelp@nlm.org) or contact Technical Support

Students Please Forward All Request to [Studenthelp@nlm.org](mailto:Studenthelp@nlm.org) and a member of our customer experience team will reach out to you ASAP.

Thank you for your understanding and patience! NLN Customer Experience Team

A few things you should know about this site.

**Students**

1. If you have tested with the NLN since September of 2020, simply log in to your account. If you have forgotten your password, click on the **Request New Password** tab and follow the prompts.
2. If you are new to the NLN or have not tested since September, please select **Create a New Account** and follow the steps in your **NLN STUDENT USER GUIDE**. (If you have not received a copy of this guide, please check with your institution)

**School and Institution Administrators**

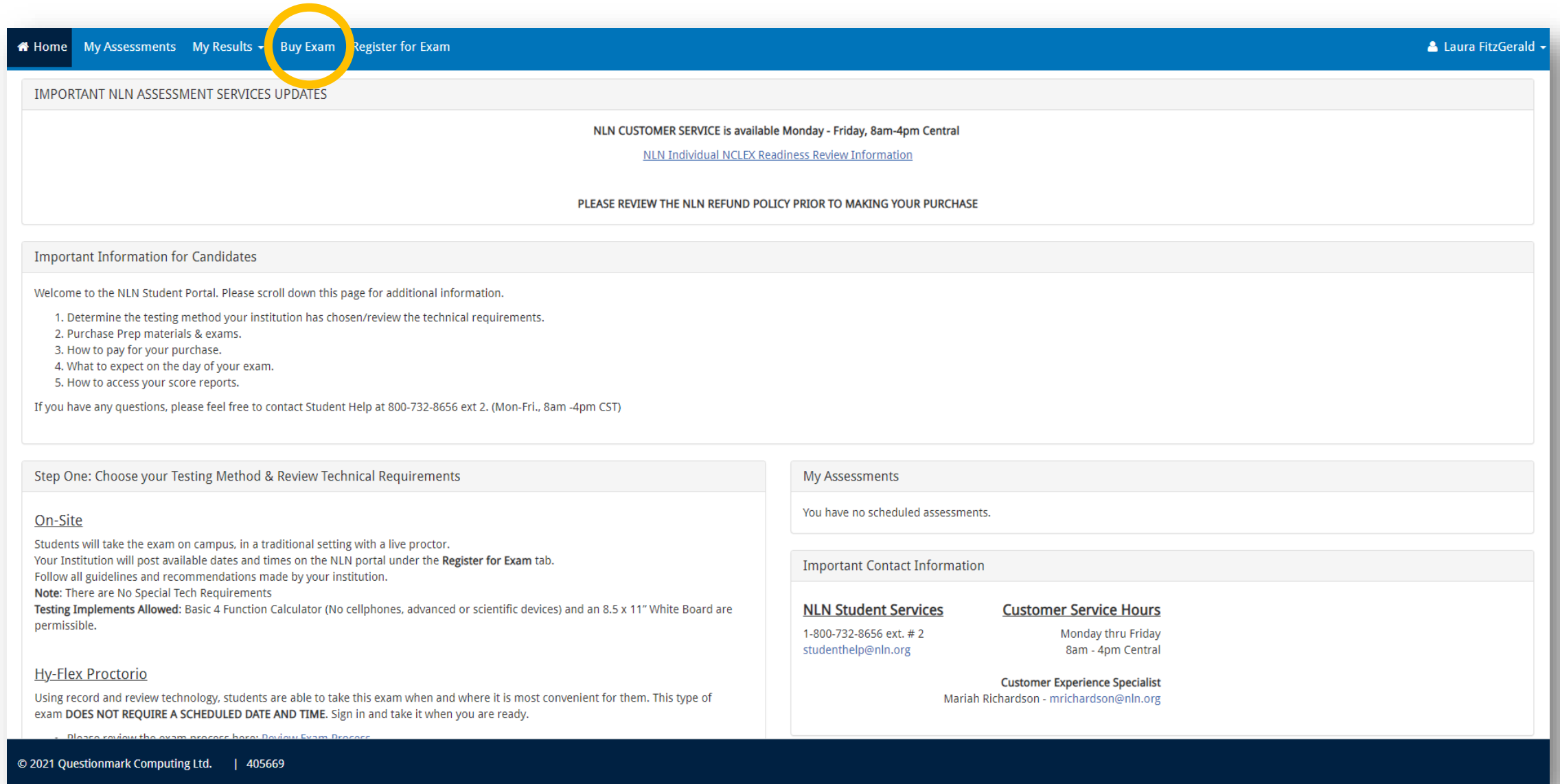
1. All admin and proctor accounts are created by the NLN Customer Experience Team. To add or remove someone to/from your account:
  - o A current NLN admin from your organization must send a request to the Customer Experience Coordinator at [custhelp@nlm.org](mailto:custhelp@nlm.org). Please include the first and last name of the person you would like added/removed, their email address, title and phone number.

After 5 failed sign in attempts the system will temporarily **LOCK** your account. You will need to wait 10-15 minutes while the system clears on its own. Please note: **NLN Customer Experience nor Technical Support cannot unlock it at this point.**

Log in

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## 2. Click Buy Exam along the top menu



The screenshot shows the top navigation bar of the NLN Student Portal. The 'Buy Exam' link is circled in yellow. Below the navigation bar, there are several informational sections: 'IMPORTANT NLN ASSESSMENT SERVICES UPDATES', 'Important Information for Candidates', 'Step One: Choose your Testing Method & Review Technical Requirements', 'My Assessments', and 'Important Contact Information'. The 'My Assessments' section shows 'You have no scheduled assessments.' The 'Important Contact Information' section provides details for NLN Student Services and Customer Service Hours.

Home My Assessments My Results **Buy Exam** Register for Exam Laura FitzGerald

IMPORTANT NLN ASSESSMENT SERVICES UPDATES

NLN CUSTOMER SERVICE is available Monday - Friday, 8am-4pm Central  
[NLN Individual NCLEX Readiness Review Information](#)

PLEASE REVIEW THE NLN REFUND POLICY PRIOR TO MAKING YOUR PURCHASE

Important Information for Candidates

Welcome to the NLN Student Portal. Please scroll down this page for additional information.

1. Determine the testing method your institution has chosen/review the technical requirements.
2. Purchase Prep materials & exams.
3. How to pay for your purchase.
4. What to expect on the day of your exam.
5. How to access your score reports.

If you have any questions, please feel free to contact Student Help at 800-732-8656 ext 2. (Mon-Fri., 8am -4pm CST)

Step One: Choose your Testing Method & Review Technical Requirements

On-Site

Students will take the exam on campus, in a traditional setting with a live proctor. Your Institution will post available dates and times on the NLN portal under the **Register for Exam** tab. Follow all guidelines and recommendations made by your institution.  
**Note:** There are No Special Tech Requirements  
**Testing Implements Allowed:** Basic 4 Function Calculator (No cellphones, advanced or scientific devices) and an 8.5 x 11" White Board are permissible.

Hy-Flex Proctorio

Using record and review technology, students are able to take this exam when and where it is most convenient for them. This type of exam **DOES NOT REQUIRE A SCHEDULED DATE AND TIME**. Sign in and take it when you are ready.

[Please review the exam process here: Review Exam Process](#)

My Assessments

You have no scheduled assessments.

Important Contact Information

<b><u>NLN Student Services</u></b> 1-800-732-8656 ext. # 2 <a href="mailto:studenthelp@nlm.org">studenthelp@nlm.org</a>	<b><u>Customer Service Hours</u></b> Monday thru Friday 8am - 4pm Central  <b>Customer Experience Specialist</b> Mariah Richardson - <a href="mailto:mrichardson@nlm.org">mrichardson@nlm.org</a>
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### 3. Search for the NACE test prep

- Enter **NRF** in the *SKU Contains* field
- Select Student Products: **Test Prep**
- Click **Apply**

The screenshot displays the 'Search Catalog' interface. At the top, there is a navigation bar with links for Home, My Assessments, My Results, Buy Exam, and Register for Exam. The main content area is divided into two columns. The left column contains search filters: 'Exam type' (set to '- Any -'), 'SKU Contains' (with 'NRF' entered and highlighted by a yellow box), 'Exam name contains' (empty), 'Proctor Option' (with checkboxes for Examiity and Proctorio / HyFlex), 'Student Products' (with 'Test Prep (Online Only)' checked and highlighted by a yellow box), and 'School Products' (with checkboxes for PAX, NCLEX, NACE, In Practice, and Achievement). At the bottom of the filters are 'Apply' and 'Reset' buttons. A yellow arrow points from the 'Apply' button to the text 'Click Apply' in the instructions. The right column shows the product details for 'NRF-PREP Foundations of Nursing Prep Exam', including access duration, exam type, exam name, student and school products, price (\$49.00), and an 'Add to cart' button.

Home My Assessments My Results Buy Exam Register for Exam

### Search Catalog

Exam type  
- Any -

SKU Contains  
NRF

Exam name contains

Proctor Option

- Examity
- Proctorio / HyFlex

Student Products

- Test Prep (Online Only)
- Practice Test (online Only)

School Products

- PAX
- NCLEX
- NACE
- In Practice
- Achievement

Apply Reset

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#### NRF-PREP

**Foundations of Nursing Prep Exam**

Access for 90 days. Unlimited attempts on PREP exams.

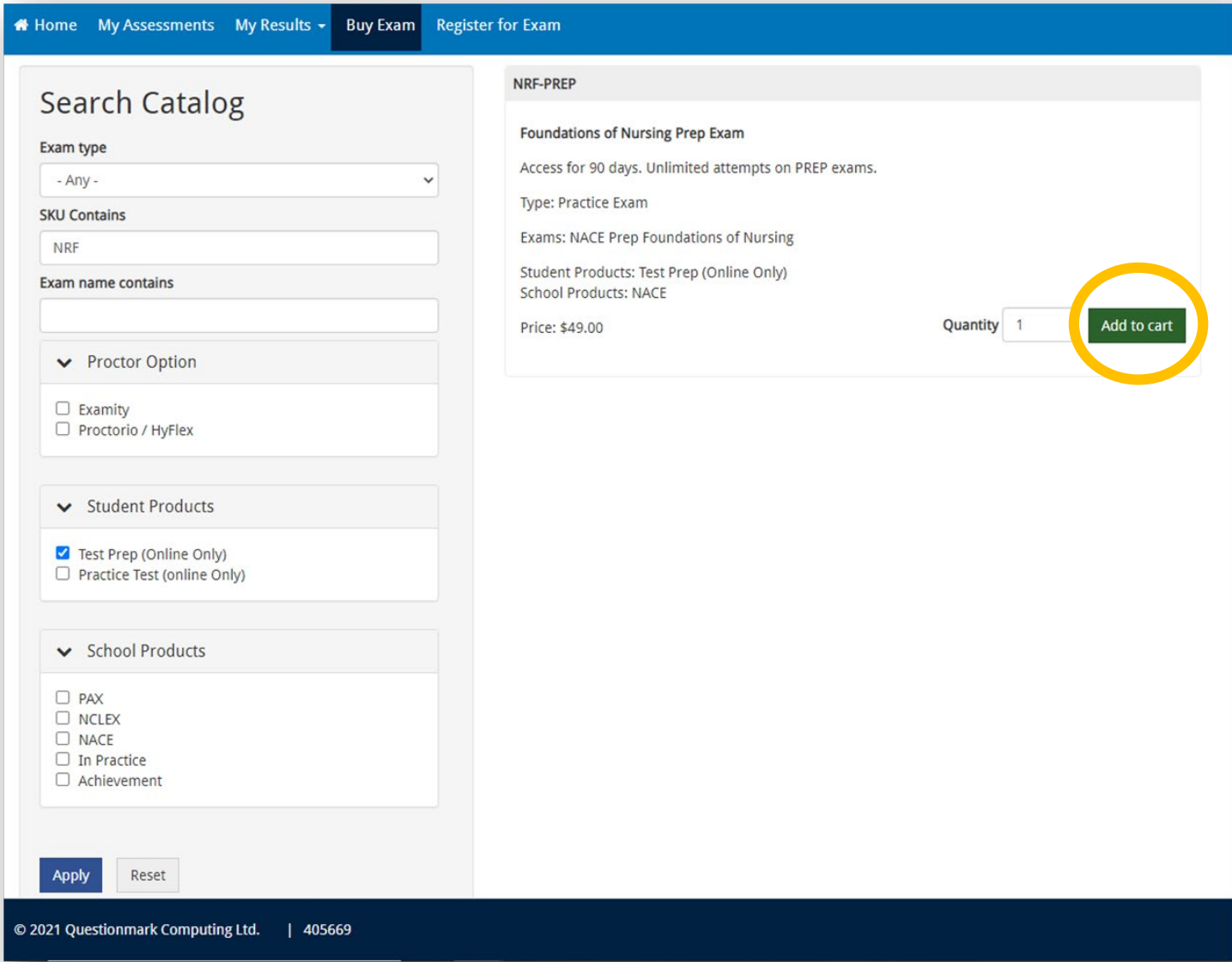
Type: Practice Exam

Exams: NACE Prep Foundations of Nursing

Student Products: Test Prep (Online Only)  
School Products: NACE

Price: \$49.00

Quantity 1 **Add to cart**

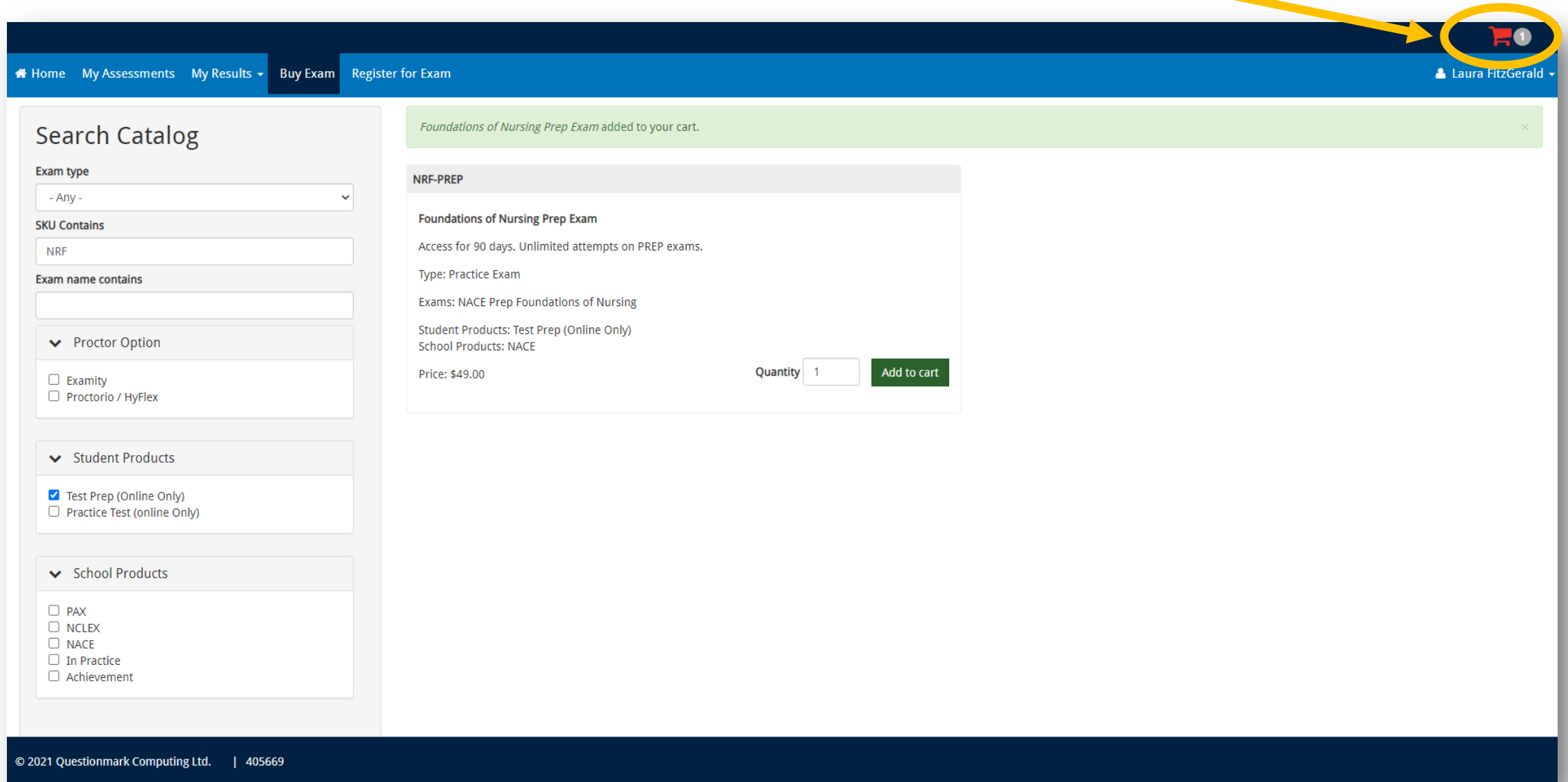


# 4. Review the product information and click **Add to cart**

## Foundations of Nursing Prep Exam

Type: Practice Exam  
Exams: NACE Foundations of Nursing  
Student Products: Test Prep (Online Only)  
School Products: NACE  
Price: \$49

# 5. Click the shopping cart icon to checkout



Home My Assessments My Results Buy Exam Register for Exam Laura FitzGerald

Search Catalog

Exam type  
- Any -

SKU Contains  
NRF

Exam name contains

Proctor Option

- Examy
- Proctorio / HyFlex

Student Products

- Test Prep (Online Only)
- Practice Test (online Only)

School Products

- PAX
- NCLEX
- NACE
- In Practice
- Achievement

Foundations of Nursing Prep Exam added to your cart.

NRF-PREP

**Foundations of Nursing Prep Exam**

Access for 90 days. Unlimited attempts on PREP exams.

Type: Practice Exam

Exams: NACE Prep Foundations of Nursing

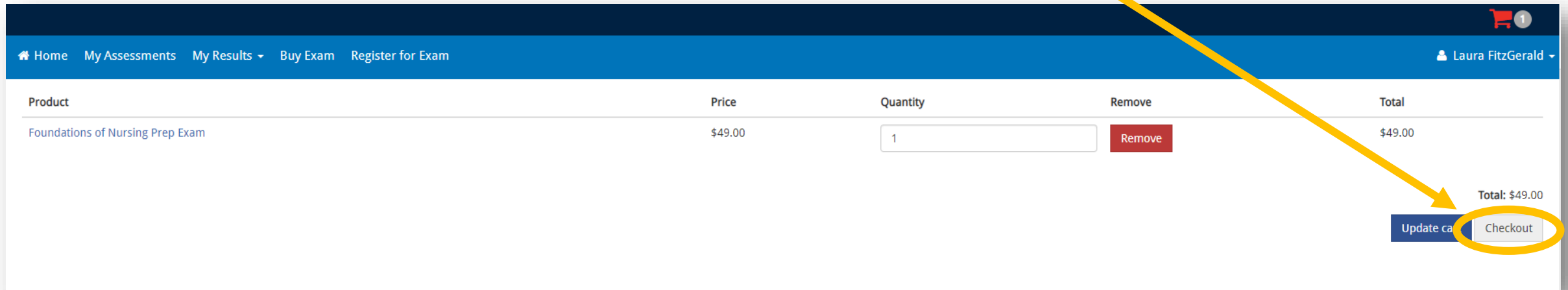
Student Products: Test Prep (Online Only)  
School Products: NACE

Price: \$49.00

Quantity  [Add to cart](#)

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## 6. Click the Checkout button to continue



The screenshot shows a shopping cart interface. At the top, there is a dark blue navigation bar with links for Home, My Assessments, My Results, Buy Exam, and Register for Exam. On the right side of this bar, the user's name "Laura FitzGerald" is displayed. Below the navigation bar is a table with the following columns: Product, Price, Quantity, Remove, and Total. The table contains one row for "Foundations of Nursing Prep Exam" with a price of \$49.00 and a quantity of 1. A red "Remove" button is located next to the quantity field. To the right of the table, the total price is shown as "Total: \$49.00". At the bottom right of the cart area, there are two buttons: "Update cart" and "Checkout". The "Checkout" button is circled in yellow, and a yellow arrow points from the text "6. Click the Checkout button to continue" to this button.

Product	Price	Quantity	Remove	Total
Foundations of Nursing Prep Exam	\$49.00	1	Remove	\$49.00

Total: \$49.00

Update cart Checkout

# 7. Click Continue to next step on the next two screens

Home My Assessments My Results Buy Exam Register for Exam Laura FitzGerald

Shopping cart contents

Product	Price	Quantity	Total
Foundations of Nursing for HyFlex	\$80.00	1	\$80.00
Order total			\$80.00

Exam Voucher Code

Do you have a voucher code? Enter it below for a free or discounted exam!

Voucher Code

Add voucher

Continue to next step or Cancel

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Home My Assessments My Results Buy Exam Register for Exam Laura FitzGerald

Review your order before continuing.

Shopping cart contents

Product	Price	Quantity	Total
Foundations of Nursing for HyFlex	\$80.00	1	\$80.00
Order total			\$80.00

Account information

Username laurajennings7

E-mail address laurajennings7@gmail.com

Payment

Pay with Credit Card via Avangate

Continue to next step or Go back

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# 8. Complete the payment process using a credit card

question mark Hotline: +31 88 000 0008 (International) | English

1 Billing Information 2 Confirmation and Payment 3 Finish

Products in your shopping cart Show price in: \$ USD - United States ...

Product/Service name	Quantity	Unit price	Value
<a href="#">Foundations of Nursing Prep Exam - 1.0</a>	1	\$49.00	\$49.00

I have a discount coupon

The billing currency is USD (\$)  
**Total price: \$49.00**

*The total price inclusive of applicable taxes will be displayed before the order is transmitted.*

[< Back to shopping](#)

**Secure Checkout**

**Payment Options:** VISA, MasterCard, PayPal, WIRE TRANSFER

**Billing Information**

Licensed to:  Person  Company

First name\*:

Last name\*:

Address\*:

City\*:

Zip or postal code:

Country\*:

**Payment Options**

Billing currency\*:

Card number\*:

Card expiration date\*:

Security code\*:

Card holder name\*:

[Continue](#)