

# New Hampshire Prevention Certification Board

## Registration for IC&RC Exam for Certified Prevention Specialist (CPS)

*Information must be typed or printed.*

Name (as it should appear on your certificate): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Work Phone: \_\_\_\_\_

Program/Business Name: \_\_\_\_\_

Program/Business Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

A non-refundable \$250 certification fee is required when scheduling the exam or at the time of application. The certification fee includes IC&RC reciprocity and examination fee. Applicants who do not pass the IC&RC exam on the initial attempt will be charged \$125 to retake the exam within 6 months of the initial exam date. If you do not submit your application within 6 months of taking and passing the exam, you will need to re-take the exam and will be charged \$250 to do so. Insufficient applications will be returned for completion and a \$25 fee will be assessed for each subsequent review.

The IC&RC exam is computer-based and offered at IC&RC approved designated testing locations in New Hampshire and other states. You will be contacted by the NH Prevention Certification Board upon receipt of your exam application and payment to schedule your exam and select your exam location. Regardless of when the exam is taken, your certification is not effective until your application is submitted and approved by the Peer Review Committee. Certification dates are recorded based on the completion and approval of applications and passage of the IC&RC exam.

***By signing below, I acknowledge that I understand the above rules and regulations of the NH Prevention Certification Board, an IC&RC member board.***

\_\_\_\_\_  
Registrant's Signature

\_\_\_\_\_  
Date

Completed registration form can be mailed to: the New Hampshire Prevention Certification Board, 501 South Street, 2nd Floor, Bow, NH 03304 or scanned and e-mailed to [nhpreventcert@gmail.com](mailto:nhpreventcert@gmail.com). If paying by check, please make payable to New Hampshire Prevention Certification Board. Alternatively, you can pay using PayPal by selecting the Application fee link at [www.nhpreventcert.org/testing/](http://www.nhpreventcert.org/testing/).