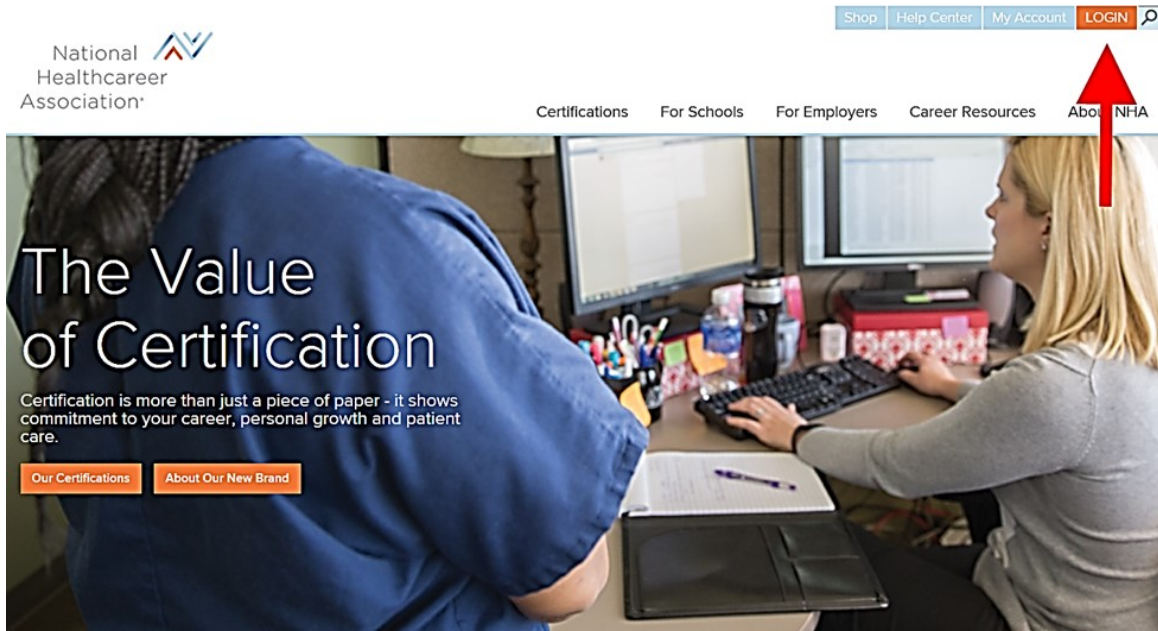


Creating an NHA Online Account:

- Start by going to the NHA website – www.nhanow.com. click on LOGIN from the menu located on the top, right hand side of the screen.



- Existing Users: Enter your email address and password, and click LOGIN. **SKIP TO PAGE 3.**
- First time Users: Select FILL OUT A BASIC PROFILE.

Please log in

Email Address:

Password: ?

Login

Existing Users Only

Forgot your password? [Reset it here.](#)

To start the registration process [fill out a basic profile.](#) NEW Users Only

Note: If you are already an NHA candidate please do not complete a new profile. Please contact NHA if you do not know your login information.

If you're having technical problems, please email: info@nhanow.com

- ◇ Complete the personal information section to create your NHA Account. Please be sure all information is complete and accurate, check that you understand the Terms and Conditions, and then click REGISTER.

Organization Type: **Employer/School or Training Center**
Organization: Your Employer or your Institution's Name
Store/Unit/Location: **(insert school name)**

*****IMPORTANT*****

If your Organization Type and Organization are not correct then you will not be applying to take the test at the correct location and you could potentially apply for the wrong exam.

Please reference screenshot below to ensure accuracy.

If you encounter issues with this step, do not proceed; call Customer Service, 800-499-9092 for assistance.

Organization information

Organization Type *

Organization *

Candidate Information

First name *

Middle name

Last name *

Country

Address *

Address (cont.)

City *

State

Zip/Postal code *

Phone number *

Scheduling a Certification Exam:

- ◇ Once you have logged into your NHA account click on APPLY:

National Healthcareer Association®

Shop Help Center My Account LOGOUT

Certifications For Schools For Employers Career Resources About NHA

Home

INFORMATION

- Documents
- Notifications

STUDY MATERIALS

- My Courses
- My Study Materials

APPLICATIONS

- My Applications
- Apply**
- Results

Welcome to the Cert Portal

Here are some helpful links to get you started:

- Notifications (0)
- Enroll in a Course with your Institution
- Apply for Exam
- Shop for Study Materials
- Update My Profile/Organization
- Find Helpful Resources

- ◇ Next, select the certification exam that you would like to take:

Choose an exam

Current Institution: New Hope Medical Training [Update Institution](#)

- Certified Clinical Medical Assistant (CCMA)
- Certified Phlebotomy Technician (CPT)

- ◇ Complete the billing information and finalize application.

Checkout

Ship/Bill / Payment / Confirmation

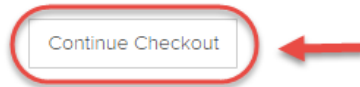
(*) denotes a required field

Basic Information

Email address*	<input type="text"/>
First name*	<input type="text"/>
Last name*	<input type="text"/>
Phone number*	<input type="text"/>

Discounts

Discount code	<input type="text"/>
---------------	----------------------



PAYMENT

Your payment will be processed through Braintree.

Card Number	
Expiration Date	CVV

Purchase Items

- ◇ Print your confirmation page. Click BACK TO PORTAL to take you back to your home page. Details of the exam are listed under MY APPLICATIONS.