

## QUICK FACTS: *Applying and Scheduling*

STEP COMPONENT	APPLICATION AND SCHEDULING PROCESS	ADDITIONAL INFORMATION
<b>STEPS 1 AND 2 CK</b>	<ul style="list-style-type: none"> <li>Students/graduates of LCME- or AOA-accredited programs should apply via the <a href="#">NBME Application website</a></li> <li>Students/graduates of medical schools outside the US/Canada should apply via the <a href="#">ECFMG Application website</a></li> <li>During the application process, select a three-month eligibility period during which you prefer to test</li> <li>You will receive an e-mail notifying you that your scheduling permit is available</li> <li>Visit the <a href="#">Prometric website</a> to schedule your test date</li> </ul>	<ul style="list-style-type: none"> <li>You may be able to schedule your test date up to six months in advance</li> <li>If you are unable to test within your eligibility period, contact the organization that registered you for your examination (NBME or ECFMG) to inquire about a one-time eligibility period extension; a fee is charged for this service</li> <li>If you do not take the examination within your eligibility period, you must reapply with a new application and fee</li> <li>Your application fee is nonrefundable</li> </ul>
<b>STEP 2 CS</b>	<ul style="list-style-type: none"> <li>Students/graduates of LCME- or AOA-accredited programs should apply via the <a href="#">NBME Application website</a></li> <li>Students/graduates of medical schools outside the US/Canada should apply via the <a href="#">ECFMG Application website</a></li> <li>You will be assigned a 12-month eligibility period, which begins upon acceptance and verification of your application</li> <li>You will receive an e-mail notifying you that your scheduling permit is available</li> <li>Visit the <a href="#">USMLE website</a> to schedule your test date</li> </ul>	<ul style="list-style-type: none"> <li>Once assigned, your eligibility period cannot be changed</li> <li>If you do not take the examination within your assigned eligibility period, you must submit a new application and fee</li> <li>Your application fee is nonrefundable</li> </ul>
<b>STEP 3</b>	<ul style="list-style-type: none"> <li><i>All graduates</i> should apply for Step 3 via the <a href="#">FSMB website</a></li> <li>During the application process, select a three-month eligibility period during which you prefer to test</li> <li>You will receive an e-mail notifying you that your scheduling permit is available</li> <li>Visit the <a href="#">Prometric website</a> to schedule your test dates</li> </ul>	<ul style="list-style-type: none"> <li>You may be able to schedule your test dates up to six months in advance</li> <li>If you are unable to test within your eligibility period, contact the FSMB to inquire about a one-time eligibility period extension; a fee is charged and restrictions may apply. Visit the <a href="#">FSMB website</a> for more information</li> <li>If you do not take the examination within your eligibility period, you must reapply with a new application and fee</li> <li>Your application fee is nonrefundable</li> </ul>



For information about how to request test accommodations for documented disabilities or for permission to bring medically necessary items with you on exam day, see page 16 of the **Applying for the Test and Scheduling Your Test Date** section of this *BOI*.