

Texas CSR Certification Exam

WRITTEN KNOWLEDGE EXAM

APPLICATION FOR EXAM REGISTRATION FORM

Submit form with payment via email: TCRAHQ@EMBARQMAIL.COM

or to TCRA – Testing Advisory Council

PO Box 2379, Athens, TX 75751

- Fees for the exam must be in the form of credit card, check, or money order and made payable to the TCRA – Testing Advisory Council. We accept American Express, Discover, MasterCard and Visa.
- **Payment must be RECEIVED (not postmarked) no later than the registration deadline which is 30 days prior to the exam date.**
- For Written Exam: We must receive your Confidentiality Agreement (the second page of this document). Both forms must be submitted by the registration deadline date or you will not be able to sit for the exam, no exceptions.
- Please contact TCRA at 903-675-1806 or TCRAHQ@EMBARQMAIL.COM for additional details or questions regarding exam registration.
- **Your exam registration fee will be charged to you after the JBCC has confirmed that you are able to test (this will be a few days after the registration deadline). You will not receive scheduling information until a few days after the deadline has passed and all registration procedures have been completed by TCRA Staff.**

Exam Date:	Registration Deadline Date:
March 15 16, or 17, 2021 – Online Written Knowledge Test	February 13, 2021 (For March 15-17 testing window)

File #/Certification # (if known):

**If you have tested before, you already have this information and you need to have it memorized, as you have to use it during the exam. This number will become your CSR number.*

First/Last Legal Name (No Nicknames):

Address:

City, State, Zip:

Cell Phone No.:

Email:

I am registering for the:

Written Exam: (\$75)

Reason for Testing:

Reinstating Expired Certification

Licensure By Endorsement

Regular Examinee

Date

Signature

Credit Card Payment Information:

Credit Card Number:

Expiration Date:

Billing Address:

Zip Code:

Cardholder's Name:

3-digit Security Code:

Cardholder Signature:

***Refund Policy** -Written requests (either by mail or email) for a refund must be postmarked or emailed by the registration cut-off date (30 days prior to the exam). No refunds will be given to requests received after the deadline or for "no-shows." Fees may not be applied to a future exam.

TEXAS CSR WRITTEN KNOWLEDGE TEST CONFIDENTIALITY AGREEMENT

The Written Knowledge Test contains 55 four-choice, multiple-choice test questions. Five questions are pretest questions and will not be a part of your final score. The pretest questions are randomly placed throughout the test and are used to gather statistical information on items prior to final test use approval. The test is closed book and you will have 60 minutes of testing time.

Be sure to read each question carefully. Make sure you understand the question and that you answer it in the way it is intended. Select one and only one answer for each question. The answer you are to select is the one you believe will be the **BEST and MOST** acceptable of the choices offered. Be sure to answer all questions. There is no penalty for guessing. Your final score will be determined solely on the basis of the number of questions you have answered correctly. If you do not answer a question, it will be considered as a wrong answer.

The exam questions and answers are confidential and should not be discussed with others. Copying, reproducing, reconstructing, or any action taken to reveal the contents of this examination in whole or in part violates policies and procedures. A violation of any of these rules will be reported by TCRA and/or ProctorU to the JBCC.

ACKNOWLEDGEMENT:

I acknowledge and understand the following:

Judicial Branch Certification Commission Rule 3.7, Examination Security

- (a) Except as provided in Rule 3.10 (Access to Examinations and Examination on Religious Holy Days), when an applicant must take an examination in order to obtain a certification or license, the applicant may only use methods of assistance that are available to, and authorized for, other persons taking the examination. A person who uses or provides unauthorized assistance in connection with an examination violates this rule. Conduct that violates this rule includes but is not limited to the following:
 - (1) obtaining or attempting to obtain from any source examination questions or answers for use by an applicant, prospective applicant, or any other person, including a person associated with a school or examination preparation course;
 - (2) providing or attempting to provide examination questions or answers to an applicant, prospective applicant, or any other person, including a person associated with a school or examination preparation course;
 - (3) presenting a falsified or fraudulent document to gain entry to an examination;
 - (4) presenting a falsified or fraudulent document concerning an individual's results from an examination;
 - (5) taking an examination for another person;
 - (6) as an applicant or prospective applicant, knowingly allowing another person to take an examination for the applicant or prospective applicant;
 - (7) while taking an examination, using any materials not authorized by the Commission or testing service for use in the examination, including but not limited to notes or study aides;
 - (8) bringing to the examination site or leaving the examination site with examination questions or answers obtained from the current examination or from previous examination attempts;
 - (9) while taking an examination, communicating with any person, other than an authorized representative of the Commission or testing service, about the examination; or
 - (10) for open book examinations, bringing any materials into the examination, including hand-written notes in approved reference materials, other than those materials approved by the Commission or testing service.
- (b) The contents of any examination that is required for the issuance of a Commission certification or license are confidential.
- (c) An applicant who cheats on an examination will be disqualified and may not take the examination again until two years have elapsed from the date of the examination at which the applicant was disqualified.

I certify that I am the person whose name appears on the photo I.D. that will be shown on the day of the test. I agree not to disclose the contents of the test I am taking to anyone. I also understand an applicant who cheats on the exam is disqualified and may not take the exam again until two (2) years have elapsed. I attest that I will abide by the Policy Document.

CANDIDATE SIGNATURE:		CANDIDATE PRINTED NAME:	
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