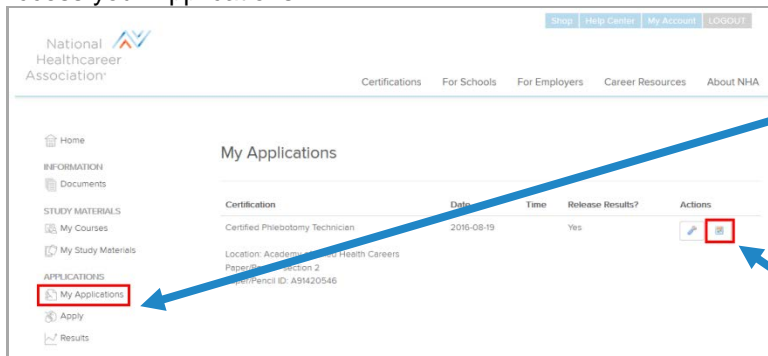


How to Reschedule an NHA Exam

There are six three easy steps to rescheduling and NHA exam:

- [Access your Applications](#) – Find the details for the exam you are trying to reschedule.
- [Choose an exam section](#) – Select a date and testing method (online or paper/pencil).
- [Application details](#) – The date and location of your exam are listed, pending approval.

Access your Applications

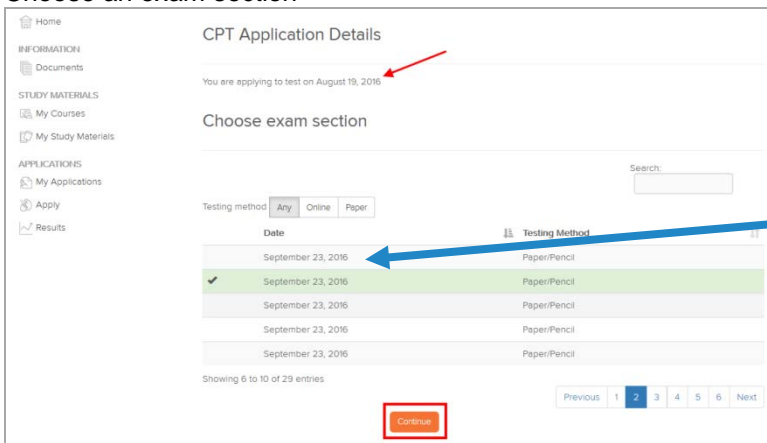


Navigate to www.nhanow.com. Enter your user ID and password to log on to your account.

On the Home page, click **My Applications** to display your scheduled exams.

To reschedule, locate your exam on the page and click the associated calendar icon.

Choose an exam section

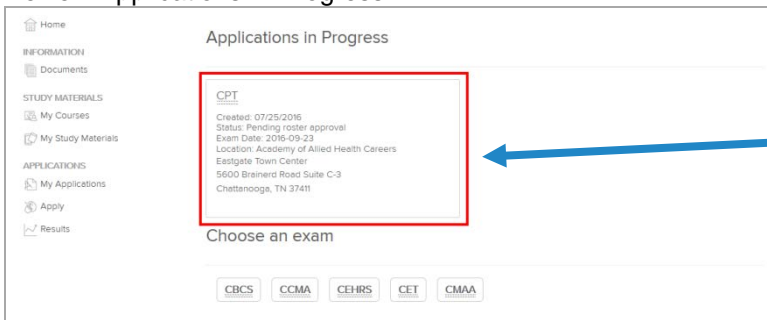


Exam Application Details window displays your current exam date.

Locate the date and testing method (Online or Paper/Pencil) you want and then click your selection. The line turns green and a checkmark displays to indicate your selection.

When you have finished choosing your new exam section, click **Continue** to view the details of the exam you have selected.

Review Applications in Progress



Your exam is listed under Applications in Progress as an application pending roster approval.

You can see your new exam date and the exam location.

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